

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 19 September 2016

Notice of meeting

Economy and Development Select Committee

Tuesday, 27th September, 2016 at 1.00 pm

The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

AGENDA

THERE WILL BE A PRE MEETING FOR MEMBERS OF THE COMMITTEE 30 MINUTES PRIOR TO THE START OF THE MEETING

PLANNING COMMITTEE MEMBERS ARE INVITED TO ATTEND THE MEETING REGARDING AGENDA ITEMS 4 & 5

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| 1. | Apologies for absence. | |
| 2. | Declarations of Interest. | |
| 3. | To confirm the minutes of the previous meetings: | |
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| 7. | Economy and Development Select Committee Forward Work Programme. | 321 - 322 |

8.

To confirm the date and time of the next meeting.

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. Jones
S. White
D. Dovey
D. Edwards
D. Evans
B. Hayward
J. Prosser
A. Watts
A. Wintle

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Welsh Language

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Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

Public Document Pack Agenda Item 3.1

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

PRESENT: County Councillor S. Jones (Chairman)
County Councillor B. Hayward (Vice Chairman)

County Councillors: D. Dovey, D. Edwards, D. Evans and A. Wintle

Also in attendance County Councillor(s): V. Smith and R, Greenland

OFFICERS IN ATTENDANCE:

| | |
|---------------------|---|
| Hazel Ilett | Scrutiny Manager |
| Cath Fallon | Head of Economy and Enterprise |
| Mark Howcroft | Assistant Head of Finance |
| Dan Davies | Events Coordinator |
| Vanessa Janes-Evans | Business and Enterprise Manager |
| Mike Powell | Rural Programmes Officer |
| Andy Smith | Strategic Investment and Funding Manager |
| James Woodcock | Business Insights Manager |
| Pete Davies | Head of Commercial and People Development |
| Paula Harris | Democratic Services |

1. To note the appointment of the Select Chair

We noted the appointment of County Councillor S. Jones as Chair.

County Councillor S. Jones thanked Hazel Ilett, Scrutiny Manager and the clerking team for their continued hard work and support. She also thanked the Members for their support and advised that she would be taking a report regarding the Economy and Development Committee detailing the committee's work programme to Full Council alongside the Chief Officer's report to ensure that Members are aware of the positive outcomes achieved by the Economy and Development Committee.

2. To elect a Vice Chair

County Councillor B. Hayward was elected as Vice Chair of the Committee.

3. Apologies for absence

We received apologies from County Councillor J. Prosser.

4. Declarations of Interest

None received.

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5. To confirm the minutes of the previous meetings:

The Committee confirmed and signed the minutes of the following meetings of the Children and Young Peoples Select Committee held on:

11th April 2016 - Special Meeting

Chair was eager, as per the previous recommendation, to receive minutes of the SRS meetings. The Cabinet member advised that there had not been a meeting since April, but there was a meeting the following week.

Chair was also keen to discuss the scrutiny of icounty and talked of a joint select committee meeting with Children and Young People Select Committee. No date had been set as yet.

14th April 2016

Confirmed and signed

6. Verbal Update: Skutrade and Circuit of Wales

Context:

Members received a verbal update from the Head of Commercial and People Development regarding Skutrade and Circuit of Wales.

Circuit of Wales

We were told that the local authority, along with Blaenau Gwent and Welsh Government started consideration of a deal put forward for the Circuit of Wales last Autumn and we engaged an extensive piece of due diligence in order to access that deal.

The two local authorities came to the conclusion Spring 2016 that the risks were too great to bear. At that point, in agreement with Welsh Government, the two local authorities took a step back from the deal. Welsh Government went on alone to see if they could satisfy themselves with the deal. The Welsh Minister drew the conclusion at the end of March that she was not able to proceed with the deal, the reasons for that are well documented on the press.

The current position is that the two local authorities and Welsh Government have gone back to the table with the Circuit of Wales who have presented a revised deal that is currently being considered.

The incoming Minister is looking over a briefing which has been prepared and circulated this week, we are waiting for a further update on this.

The Head of Commercial and People Development was unable to go into finer detail at this stage due to commercial sensitivity.

Member scrutiny:

Members raised concerns regarding the demand for the project. The Officer reassured the Committee that the two authorities involved, along with Welsh Government would not have involved themselves in the deal if it was not felt to be of great benefit to the area. The due diligence carried out was extensive, not only commercial, financial and legal, but beyond that,

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motorsport experts were consulted and market testing was carried out. If a deal was struck, all relevant information will be fed back to Members.

A Member asked why the developer had not gone to the private equity market. The Officer answered that when the company approached private funding originally, planning had not been secured on the site and there were issues with the deregistration of the land. And it was these two key issues which held back the market from coming forward. A private backer was found to fund all but 16 million worth of the funding, however they required a 100% public sector guarantee behind it in order to de-risk the project.

A Member expressed their disappointment regarding the Welsh Government decision not to back the first deal and felt that the funding for the circuit and the subsequent jobs created would negate the amount of benefits paid to the unemployed of the area currently.

A Member asked if the track would be used for motorbike only and was answered that the track was open for all vehicles. As the track has the unique feature of a drop in the track, this lends itself to vehicle testing. The Chief Executive, Martin Whittaker was a former president of the FIA, responsible for setting up the Abi Dhabi grand prix, he comes with a huge tracks record and most importantly an extremely useful contact list.

A Member questioned that the main social benefits will be felt by Blaenau Gwent and felt that Monmouthshire should ensure they feel the financial benefits.

A Member questioned the lack of environmental assessment available electronically.

Skutrade

A report was brought to committee last March, then to Cabinet which granted delegated authority approval for the Cabinet Member Economy and Enterprise, Chief Officer for Enterprise and the Head of Finance to sign off on satisfactory completion of due diligence and a business case being brought forward.

Signing this off would have released £90, 000 funding to Skutrade, which the authority would have recouped back over a defined period from the company based on local business accessing and utilising their platform. The deal is predicated on the platform being ready. To date the company have been unable to progress through user acceptance training so we are not at a point where we have a market ready solution.

It is now a case of tracking progress and finalising a business case, until that point we are on hold.

Member scrutiny:

Members sought reassurance that funds had not been released and asked if there was a cut-off date for this. We were told funds have not been released and there is no firm date, as it is under constant review.

A Member commented it had been a year since Skutrade was introduced, and was this year delay stopping businesses using a similar, existing product. The Officer commented that his team had been tracking the market and there was not currently a like for like product readily available.

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Committee's Conclusion

Circuit of Wales

The Chair was pleased that as the deal moves forward, all relevant information would be fed back to Committee for thorough scrutiny to take place.

Skutrade

The chair thanked the Officer for the update and looked forward to receiving an update in September.

7. Scrutiny of the Revenue and Capital Outturn report

Context:

The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of reporting period 4 which represents the financial outturn position for the 2015/16 financial year.

This report will also be considered by Select Committees as part of their responsibility to,

- assess whether effective budget monitoring is taking place,
- monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
- challenge the reasonableness of projected over or underspends, and
- monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

Recommendations:

That Members consider a net revenue outturn underspend of £676,000, an improvement of £878,000 on quarter 3 outturn predictions.

Members consider a capital outturn spend of £18.3m against a revised budget of £18.8million, after proposed slippage of £43.7 million, resulting in a net underspend of £508k, of which circa £433k is available for recycling onto other projects/priorities which it is recommended will be held pending review of the additional pressures identified in paragraph 3.6.3.

Consider and approve the £43.7m capital slippage recommended, paying attention to those schemes included in paragraph 3.5.4 where slippage has been requested by the service manager but is not being recommended to slip (£170k), and notes the significant level of slippage required at outturn not manifest earlier in the year highlighting a concern in managers capital forecasting going forward.

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Considers the use of reserves proposed and notes the significant decline on earmarked reserve levels at end of 2015-16 and the likely indication at end of 2016-17.

Approves the reallocation of reserve balances, as per paragraph 3.9.5 following the actuarial review of the insurance reserve and review of other small reserve balances, in order to address reserve pressures and the apportionment of general underspend in supplementing reserve levels as follows:

- £1,037 million to Redundancy and Pensions reserve
- £419k to IT reserves
- £350k to Invest to Redesign reserve

Approves the use of the Invest to Redesign reserve during 2016-17 totalling £30,835 as MCC's additional contribution to enable the work on the City Deal initiative to continue.

Member scrutiny:

A Member asked when the cultural services review would be with the Committee. The Cabinet Member answered that a report was close to being brought to Cabinet and that the consultant's report had been received and would shortly be going out to consultation.

A Member commented on the figures for Chepstow School and informed the Committee that the school was optimistic that the figures would improve and asked if the Finance team had the same confidence. The Officer informed the Committee that he had been in touch with the school's governing body and advised they were approx. £100,000 short of where they need to be.

A Member asked if this would be the last consultation on Castles. The Cabinet responded that it would depend on the decision of Members. He advised that the report would come out with recommendation. The Cabinet Member mentioned that Caldicot Castle had recently hosted excellent events but this would not secure its long term future.

A Member asked where the £73, 000 funding for super-fast broadband was directed towards. An Officer replied that it was used for smart communities and digital access manager and also to support the production of digital tech and database of businesses, along with a website.

It was asked in terms of the LDP slippage, what was the rationale of £100,000 being deferred. Officers advised they would return to committee with an answer for this.

A question was raised regarding a solar park at Crick. The Cabinet Member responded that the decision to proceed was delegated to the Chief Officer and himself. The plan did not go forward as there were issues with connection to the grid. Officers are currently looking for a new plan and more information will be brought to select in due course.

A Member raised a question regarding slippage, reported as a good thing, however it was questioned if it was a good thing, as small schemes were cut which could have been maintained due to the underspend and asked is it a failure at budget setting.

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Committee's Conclusion

The Chair thanked the Officer and Cabinet Member and suggested it would be useful, in future to have the Chief Officer present for budget reports.

8. Monmouthshire Business and Enterprise end of year report Update

Context:

To provide a final performance update on the 2015/16 activities of Monmouthshire Business and Enterprise (MBE).

Key Issues:

In line with one of the Council's four priorities of 'Supporting Enterprise, Entrepreneurship and Job Creation', the Monmouthshire Business Growth and Enterprise Strategy hinges on three pillars namely '*Supporting Business Growth*', '*Enabling Inward Investment*' and '*Growing Entrepreneurs*' and addresses customer needs through the provision of a programme of business support, networking and facilitation to help unlock the potential for growth in the County. In 2015/16 activities were targeted towards achieving these key priorities and maximising funding opportunities to reduce the financial burden on the Council.

Further to this the Vale of Usk Local Development Strategy approved by Cabinet in June 2015, is a key tool in drawing down £2.79M from the new 2014-2020 Rural Development Programme (RDP), expanded to include the rural wards of Newport. In addition MBE also delivers the external strand of the Council's iCounty Strategy which includes the coordination of broadband infrastructure and ICT exploitation activities.

Recommendations:

To receive the report in evidence of activities detailed in the Monmouthshire Business Growth and Enterprise Strategy Action Plan, as reflected in the Chief Officer's Annual report for Enterprise.

Member scrutiny:

A question was asked regarding the funding for the Agri Urban project and we were advised that 50, 000 euros of funding over 2 years will be received and County Councillor J. Prosser will be able to claim his expenses from that funding.

The Chair praised the website which had been set up as easy to navigate and access, she hoped this could be used as a best practice model.

It was asked who was running the Business New Wales media campaign and how could councillors get involved. Officers advised this was a new relationship and that they would be meeting at the end of June, with an update to committee to follow.

With the RCDF Programme, it was mentioned a member's seminar could take place to raise awareness. This suggestion was applauded by the Officer.

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The Chair suggested a seminar to promote the County's 'Growing entrepreneurs' project.

Committee's Conclusion

Chair thanked the officers for their hard work and look forward to seeing regular updates on all of the schemes.

The chair asked for the statistics on the broadband roll out and mentioned the importance of Members seminars to raise awareness.

9. Economy and Development Select Committee Business Breakfast Feedback

The Scrutiny Manager discussed the brief she had submitted to Members to outline the key outcomes and summarise the points raised with elected Members at the Business Breakfast Meeting held by the Economy and Development Select Committee on 4th May 2016.

She highlighted the key points:

- 1) *Positive Working Relationships*
- 2) *Business engagement*
- 3) *Clarity of role*
- 4) *Business Start-up.*
- 5) *Collaboration*
- 6) *Coordination*
- 7) *Business*
- 8) *Source locally*
- 9) *Business Rates*
- 10) *Historic Town Maps, Tourist Maps and Signage.*
- 11) *Park and Ride*
- 12) *Tourist Information Centres*

Committee have concluded that the holding of the Business Breakfast has aided their understanding of the issues for small businesses in Monmouthshire in addition to achieving their objective to purposefully engage the business community to foster a working relationship with the Select Committee.

The Committee were grateful to the business owners and managers who attended the breakfast and particularly to the Enterprise directorate for their sustained efforts in supporting economic growth in the Monmouthshire. Members recognise that this is not a simple task and requires continuous efforts over the long term to create a foundation for successful business.

10. Update report - Events Strategy

We received a brief verbal update from the Events Manager.

The Chair asked for the Events Strategy report to be brought to the July meeting, The Events Manager said he would speak to colleagues as he was unable to commit it to the July meeting.

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The Chair impressed upon the Events Manager the urgency of the Committee seeing the wider Events strategy.

The Events Manager was keen to update the Committee on;

The Eisteddfod

The 3 park and ride sites had been confirmed at Llanelen, Cwrt y Gollen and Penpergwm. We were also informed that Monmouth Passenger Transport Unit have been successful in securing the park and ride service with Byfield Lane being the main drop off point for the coaches.

On Monday 6th June 2016 the Eisteddfod formally adopted Castle Meadows and moved onto the site.

Community fundraising is ongoing and to date £171, 742 has been raised and fundraising will continue until December.

The Events Manager brought a leaflet to the meeting, showing how Monmouth was selling the County during the Eisteddfod, this leaflet outlines the objectives and intentions of what Monmouth hope to achieve whilst the Eisteddfod is on site.

The main aim is to inform every visitor to the Eisteddfod why they should come back and visit Monmouth again.

A Member expressed concerns about parking and the Events Manager advised that he would feedback updates on the parking concerns.

The Velothon

While formal debriefing are taking place we as Monmouthshire County Council held an internal debrief on June 6th 2016 where all relevant officers came together to debrief.

The date of the entire debrief event including all authorities, Welsh Government and Run for Wales is yet to be confirmed.

A Member asked how widely residents would be consulted for their feedback. We were answered that this would be dealt with as part of Run for Wales debrief. It was asked that Run for Wales attend a future Committee meeting so that Members of the Committee can ask questions.

The Cabinet Member suggested an open meeting or seminars where Run for Wales come to speak. The Chair agreed all members should attend but felt that it should come to the Select Committee as it was an item requiring scrutiny. The debrief should be completed by end of August 2016 so it was hoped that this item would be on the September agenda.

11. Forward Work Programme

Members received and noted the contents of the Economy and Development forward work programme.

September will be tourism focused.

MONMOUTHSHIRE COUNTY COUNCIL

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at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm**

12. To confirm the date and time of the next meeting as Thursday 14th July 2016 at
10.00am

The meeting ended at 4.40 pm

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Public Document Pack Agenda Item 3.2

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held
on Thursday, 14th July, 2016 at 10.00 am

PRESENT: County Councillor S. Jones (Chairman)
County Councillor (Vice Chairman)

County Councillors: D. Dovey, D. Edwards, D. Evans, J. Prosser,
A. Watts and A. Wintle

OFFICERS IN ATTENDANCE:

| | |
|----------------|---|
| Hazel Ilett | Scrutiny Manager |
| Nicola Perry | Senior Democracy Officer |
| Kellie Beirne | Chief Officer, Enterprise |
| Cath Fallon | Head of Economy and Enterprise |
| Nicola Edwards | Strategic Food and Tourism Manager |
| Mark Hand | Head of Planning, Housing and Place-Shaping |
| Roger Hoggins | Head of Operations |

APOLOGIES:

County Councillors S. White and B. Hayward

1. Declarations of Interest

There were no declarations of interest made by Members.

2. Public Open Forum

There were no members of the public in attendance.

3. To confirm the minutes of the meeting held on 9th June 2016

Due to an administrative error, it was agreed to defer confirmation of the minutes of the meeting held on 9th June 2016 to the next meeting.

4. To scrutinise Year-end Performance Reporting together with Outcome Agreements and Improvement Plan.

The Chief Officer for Enterprise presented the end of year data for the Improvement Objectives which fall under the remit of the Economy & Development Select Committee:

- Improvement Objective 3: We want to enable our county to thrive.
- Improvement Objective 4: Maintaining locally accessible services.

The report presented an evaluation of the progress and impact made over the three years of the Outcome Agreement 2013 -16, for themes which are under the committee's remit:

- Outcome agreement Theme 3: Poverty and material deprivation

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Minutes of the meeting of Economy and Development Select Committee held on Thursday, 14th July, 2016 at 10.00 am

We also received the latest performance against wider key national performance indicators that are under the committee's remit.

Recommendations:

It was recommended that:

- Members scrutinise the performance achieved and impact made, particularly in areas fall under the committee's remit, to assess progress and performance against the improvement objectives.
- Members scrutinise the performance achieved and impact made, over the three years (2013/14, 2014/15 and 2015/16) of the Outcome Agreement.
- Members identify and explore any areas of underperformance or concerns, and to seek assurance from those responsible for future activity where they conclude that performance needs to improve.
- Members confirm the evaluation scores based on the evidence provided.

Members Scrutiny

A Member questioned the reasons for declining performance in housing and what plans there were to improve future performance. The Officer explained that the period under consideration reflected the very end of the previous Unitary Development Plan (UDP) and that completions from the Local Development Plan (LDP) haven't yet taken effect and that a time lag in sites coming forward is reflected in the confirmed 4.1 year housing land supply. This matter will be reported upon at the next meeting as part of the annual monitoring report for LDP. The Officer further explained that the low number of completions can be attributed to the external economy, housing completions and the end of the recession.

The Officer explained that lower performance against the targets for affordable housing units is a feature of the current economy and challenges related to the viability of schemes. The Officer added that it would be beneficial to discuss the availability of sites at Planning Committee. He referred to development approvals and more recent completions noting in larger sites of five plus units in 2015/16, 150 affordable units were approved of 465 units (32%).

A Member commented that the Planning Act 2015 puts new emphasis to create Place Plans that are sympathetic to the LDP and involve Town and Community Councils, and queried if the plans would have much effect as residents want to protect their locale. The Officer responded that this should not cause an impact because the plan has to reflect the LDP. The Chief Officer for Enterprise, added that policy drivers would have to take account of other factors for example, the planned M4 Relief Road and the projected increase in the aging population combined with a decline in the younger population which will have serious implications for the housing market. The Officer reminded Members that the Council must have a five year housing land supply. The current 4.1 year land supply may lead to developers suggesting sites outside the LDP.

In response to a question, it was confirmed that neighbouring authorities are in a similar position; Newport, however, has over 6.3 years housing land supply mainly due to a successful growth strategy.

A Member queried the potential impact of not proceeding with the Fairfield Mabey site and what the authority can do to support changes to affect our own ability to invest in social housing. The

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Officer responded that there was confidence that the Fairfield Mabey site would proceed to Planning Committee this year and officers are working with the applicants accordingly. It was explained that there had been an 18 month delay whilst the Welsh Government considered concerns relating to air quality and traffic capacity; these points now resolved. It was added that there was an element of policy compromise to consider when allocating desirable, sustainable brown field sites in the LDP such as this site, which is near a railway station and the town centre, balanced against significant associated costs.

In terms of affordable housing, the Officer commented that Registered Social Landlords (RSL) are now able to build affordable housing on their own and other sites (e.g. consent given to Melin to build 58 units on the Coed Glas site which will have a mix of markets with a proportion of affordable housing) and are capable of innovative projects.

An Officer explained that it will be necessary to consider innovative solutions to accelerate availability of affordable housing to maintain a thriving county and economy. It is proposed to look differently at council owned sites to provide e.g. a higher proportion of affordable housing, flexible tenure or co-operative housing. It was noted that the Future Monmouthshire work will consider scenario planning and suggest policy tools to create conditions for job opportunities, business, enterprise and housing opportunities to create communities where people choose to live or can stay.

Members queried if there is anything that can be done to support affordable social housing for young people commenting that young people have already left the area in favour of less expensive areas. Members also commented on the need to attract more job opportunities to the county. It was suggested that Housing Associations are best placed due to economies of scale but that the Housing Associations can't afford to build in some areas. It was also commented that some larger sites are not creating lower cost housing. The Officer advised that there will be opportunity to address the issues in the LDP review and it will be possible to consider different, more innovative options such as new settlements or sensitive expansion of more rural areas. The Officer reported that MCC is unique in Wales in its 60/40 sites where there is 60% affordable housing and 40% market housing. The availability of and progress with employment land will be considered in the annual monitoring report.

The Chair commented that scrutiny of the annual report will take place at the September meeting and it might be appropriate to hold a members' seminar.

The Chief Officer for Enterprise agreed the need for appropriate infrastructure, and that the City Deal will be an opportunity to debate how best to protect and preserve the county with the need for growth for future generations.

A Member raised the issue of the Rural Development Plan (RDP) and questioned how long funds are secured for in view of Brexit and if it will be possible to replace the funding in future from the UK Government. The Officer clarified that the current programme runs to 2017, and on an N+2 basis funding will last until 2019/20 and anything that has been approved will continue. The Officer reported that Welsh Government are pushing for confirmation from the UK Government that funds will be replaced.

It was agreed to hold a members' seminar on outcomes post Brexit.

The Chair asked if the locations where AB Internet is provided are precluded from the roll out of BT Superfast Broadband and secondly, what percentage of premises have access. The Officer said that these areas were not precluded but there may be a delay if it is a 'Hard to Reach' area where fibre to premises instead of fibre to cabinet is required. The Officer reported that no data from BT had been received since December 2015 adding that the BT marketing contract ended

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in June 2016. Marketing has been taken over by the Welsh Government to encourage take up. The Officer added that roll out was nowhere near completion compared with other areas and direct contacts have been established to ensure regular provision of up to date information. It was agreed to request that Welsh Government attend this Committee and commented that it was important to complete Superfast Broadband to encourage technical industries, residents and workers to move to or remain in the county. Referring to statistics, the Chair confirmed the drive to sustain the increasing numbers of people who live and work in Monmouthshire.

The Chair asked if the target measure indicators are appropriate to monitor the Service Improvement Plan (SIP) to adequately identify support for those in isolated communities. The Officer agreed that the performance indicators only show part of the situation and informed Members that a comprehensive assessment of rural services' needs has been commissioned. The assessment will include demographics changes and projections forward, which will be combined with information collected on population and wellbeing to better inform more relevant targets.

A Member questioned the reasons for the decline in performance in waste recycling and for reusing. The Officer explained that there had been some changes to the bag system introduced but this was not a particular concern and that Strong Communities Select Committee is monitoring performance. The Member asked if the decline could be attributed to three vehicles following each other around estates and route changes. The Head of Operations explained that there had been a decline in performance specifically due to an issue relating to the disposal of glass, and also an increase in residual waste because we are not recycling bottom ash. The Head of Operations agreed to discuss the specific issues from his ward with Members concerned.

A Member queried when the work is being undertaken, and with whom regarding the Place Plan for the Lower Wye Area as he was not aware of any contact being made through various forums. The Chief Officer for Enterprise agreed to contact the Member separately to provide an update and to explain the arrangements for future plans. The Member welcomed contributions from the local community and businesses.

A Member asked when there would be a Whole Place Plan in Monmouth. The Officer advised that a positive meeting had taken place to consider what existing information and data is available e.g. work has been commenced by Monmouth Town Council. It was queried when Members would be involved. The Chief Officer, Enterprise agreed to request an update for all Members on the work completed in each area and next steps.

A Member reported that Abergavenny Town Council has established a Place Plan using volunteers with groups of councillors. He advised that he is the Chair of the Agri Urban Project for Abergavenny and surrounding areas. This work can be added to the Place Plan.

Chairman's Summary:

The Chair summarised that affordable housing, whole place planning, recycling and Superfast Broadband had been discussed at the meeting. Actions were agreed as follows:

- An update on whole place planning across the county for all Members was requested;
- The Welsh Government to be invited to the meeting regarding scrutiny of the roll out of Superfast Broadband.
- A post-referendum outcomes seminar to be arranged to consider any impact on EU funded projects.

The Chair thanked the Officers for their attendance.

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Minutes of the meeting of Economy and Development Select Committee held on Thursday, 14th July, 2016 at 10.00 am

5. To discuss the outcomes of the Business Breakfast in respect of:

Following the Business Breakfast meeting held in May and discussed at the last meeting, we continued to review of the issues identified. Fiona Wilton from Wye Valley and Forest of Dean Tourism Association was welcomed to the meeting. The issues raised at the Business Breakfast were discussed, as follows:

- Superfast Broadband: The strong discussion on provision of Superfast Broadband throughout the county was welcomed. It was commented that action needs to be taken to support small tourism businesses that rely on digital marketing and have been constrained through lack of service.
- Business Engagement: The remit, structure of and area covered by the Association was explained. Members were informed that there are currently 300-400 members. The Association is very keen to engage with Monmouthshire. It was explained that the Association has an effective website which covers the three counties (Monmouthshire (as far as Abergavenny), Herefordshire and Gloucestershire) and commented that co-ordination and collaboration was welcomed with other digital platforms to maximise opportunities for PR, marketing and social media.
- Members' Only website: The Members' Only website provides resources for businesses and it was confirmed that Monmouthshire's information and events could be added to the resource.
- Policy: The need to ensure coordination of policy and strategic organisation was highlighted. It was commenting that the Association has a Destinations Strategy and is in consultation with the Head of Tourism in this respect.
- Business awareness: It was confirmed that many businesses work successfully in geographical cluster areas as this is the way visitors see the area.
- Communication: The Association is addressing lack of communication with small business members. It was explained that well-attended meetings have been held.
- Tourist Information Centres (TIC): It was advocated that TICs should be kept open as far as possible. Members were informed that, although Forest of Dean District Council closed TICs, Coleford Town Council has successfully opened one staffed by volunteers.

The Officer conveyed the willingness of MCC to engage with the work of the Association, especially actions that require no additional workload as capacity is limited. It was agreed that online content can be shared on a reciprocal basis, as happens with the other tourism associations operating in the area. It was recognised that some businesses may not be advertised on the website but are encouraged to submit their details for inclusion. The Officer welcomed opportunities for closer working together. It was noted, however, that funding received from Welsh Government is for Welsh businesses only, and that projects may not always align in this respect.

Members' Scrutiny

The Chair questioned plans to ensure engagement with the wider tourism community. The Officer advised that funding has been secured from Welsh Government to review the Destinations Plan that ended in 2015 and to review the partnership arrangements that underpin it. All stakeholders, including the Wye Valley and Forest of Dean Tourism Association, will be consulted.

A Member challenged the Council's approach to local tourism and identified the need to understand the impact on the local economy and it was commented that every avenue should be explored to maximise opportunities for revenue from tourism.

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The Chief Officer for Enterprise responded that the economic value of tourism is understood adding that the Council has invested in events and attractions. It was added that Members were reminded that there had been a 15% budget reduction which has affected the Council's ability to operate and fund TICs but an innovative model could be explored. The importance of a joined up approach was also emphasised.

A Member reflected on the positive value of the Business Breakfasts and encouraged further engagement opportunities with small businesses and local business organisations. The Officer reported that a Visit Monmouthshire event is held annually which is well attended, in addition to many other meetings, exhibitions etc. A Member commented that more businesses should have attended the event and queried the contact database.

A Member questioned the business model of the TIC in Coleford and it was clarified that Coleford Town Council provides the premises and pays the overheads, it is staffed by volunteers and was set up with volunteer expertise. The Member suggested that the same model could be applied to provide a TIC in Chepstow in collaboration with local business organisations. It was concluded that the model suggested was worth further analysis. The Officer advised that a lot of volunteers were utilised already and provided the example of Abergavenny's successful TIC established in partnership with Abergavenny Town Council, Tythe Barn and St Mary's Priory Trust and the Abergavenny and District Tourist Association. It was added that a RDP Feasibility study has been commissioned to consider the development of sustainable visitor information for Monmouthshire and Newport. The importance of TICs was recognised and suggested that costs need to be shared fairly with those who benefit. It was commented that the entire community benefits.

A Member queried the footfall through the new TIC in Abergavenny compared with the old premises. The officer agreed to provide the requested information at the next meeting.

In response to a question, the Officer confirmed that the Council contribute funds to the Abergavenny TIC, small businesses in the town also contribute and that Brecon Beacons National Parks Authority contribute administrative support. Responding to a further query, the Officer confirmed that some St. Mary's Church guides provide assistance and have completed the Ambassador training. The Officer also agreed to bring details of any drop in income to the next meeting.

Members requested clarification regarding signs to TICs in various locations and were advised by the Head of Operations that, as a result of the Car Park review, some funding was allocated to improve signage. Work will be undertaken with businesses to explore improvements to make signage more up to date.

The Chair queried the team's approach to policy on advertising and was informed by the Head of Operations that the policy had been imaginatively interpreted to offer signage opportunities to businesses. There is greater commitment to creating income through advertising whilst promoting businesses through brown signage. The policy will be reviewed to reflect the funding available.

The Chair questioned timescales and the Head of Operations agreed to bring a timetable to a future meeting. This will be added to the work plan and updates requested accordingly.

Members expressed some concern that signage and policy should have been reviewed earlier for the convenience of this summer's visitors. The Officer reported that a large amount of work had been carried out, as part of the last RDP programme, to audit and review pedestrian and highways signage across eleven settlements in the county. Money had been secured to

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implement some of the review recommendations. Further funding is required to implement the remaining recommendations.

. This included consultation with communities and resulted in e.g. new town entry signage including reference to attractions. It was added that signage becomes out of date relatively quickly and that it remains in good condition compared with other areas. The Officer explained that avenues for funding are always being sought and there is a constant drive for improvement.

A Member commented that grants had previously been forthcoming from Welsh Government and questioned how such funding is distributed across Monmouthshire. The Officer confirmed that support was available from the RDP Project where funding was awarded against criteria but this is not now available. It was added that the cost is passed on to the business being promoted with a small administration charge.

A Member questioned if town attractions could be highlighted on the town maps printed by Chambers of Commerce to help visitors. The Officer responded that most town maps have been reviewed and include emphasis on key attractions – write to chamber of commerce in this request. The Chair requested that the Chambers of Commerce are written to drawing their attention to this point. A Member advised that Abergavenny Town Council has printed 100,000 maps for issue to visitors to the Eisteddfod. The Officer asked for a PDF version to forward to the National Eisteddfod organisers for inclusion in their distribution lists for visitors who are camping and caravanning.

The Chair requested that the STEAM (Scarborough Tourism and Economic Assessment Model) statistics are presented at the next meeting.

In response to a question about holding further Business Breakfasts, The Head of Economy and Enterprise, informed Members that the database contains over 2300 entries split into sectors and added that there are a plethora of networking activities for businesses and Members are able to attend these events. Dates are available on the Enterprise section of the website. It was added that due to constrained resources, there is no capacity to organise business breakfasts otherwise.

Chairman's Summary:

The Chair thanked Fiona Wilton for attending and for her contribution to the meeting acknowledging the positive discussion and the identification of areas for closer working. The Chair welcomed her attendance at future meetings.

The Chair identified actions from the meeting referring to the Destinations Management Plan which will be available for consultation to Ward Members and Committee Members in the near future.

The Chair recognised the strong feelings expressed regarding Chepstow TIC and requested that options similar to the Coleford model are explored.

Regarding Brown and white signage, the Chair summarised that the policy should be reviewed and added to the forward work programme.

Looking to the future, the Chair stated that the Committee would review Supplementary Planning Guidance on Tourism in February prior to its adoption in April.

The Chair thanked the Officers for their contribution and attendance.

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6. To review the progress of the Cardiff City Region Board ~ presentation.

The Chief Officer for Enterprise provided a presentation on the Cardiff City Deal explaining that County Councillor P. Fox will report on progress with the Cardiff Capital Region City Deal Transition Board in due course.

The Chief Officer introduced the City Deal explaining that it will provide investment for economic growth for the Cardiff Capital Region in partnership with the Welsh Government and 10 local authorities. It was explained that the City Deal comprises a £1.2 billion infrastructure investment fund for projects and programmes that are can provide an investment return within the region.

Following the presentation, a Member questioned plans to provide teachers with improved IT skills to complement the developments. The Chair reported that a Joint Economy and Development with Children and Young People's Select Committee meeting was held on 11th July 2016 focussing on IT provision and skills.

The Chief Officer for Enterprise responded that it was important that jobs created are for our young people and referred to the establishment of the Learning Skills and Innovation Partnership for South East Wales to inform the skills requirements from early years to higher education aligned to economic intelligence in the region.

A Member asked a question about the continuation of financial support for scientific research and the implications for the Metro project post Brexit. It was also queried how to assure accountability and benefits of the City Deal for our constituents.

The Chief Officer for Enterprise was unable to comment, as the implications of Brexit are unclear at this time. Members' attention was drawn to IQE, a company at the forefront of the development of advanced compound semi-conductors with a potential to realise significant numbers of job opportunities in the future. The Chief Officer for Enterprise advised of the importance of recognising the Unique Selling Point for Monmouthshire and the region.

In response to a query, it was clarified that once the agreement has been signed by the ten local authorities, each will have the opportunity to access funding for projects that are most relevant for its area. Proposed projects must have regional scale and significance, and be pertinent to the Well-being of Future Generations (Wales) Act 2015.

The Chair stated the need to work with communities, including the hard to reach areas, to support the creation of job opportunities of varying levels. It was queried, for example, if the apprenticeship scheme could be up scaled for the whole region to establish entry level opportunities that grow into fulltime well paid jobs.

A Member questioned opportunities for engagement outside Wales.

The Chief Officer for Enterprise agreed that a joined up approach with the West Country is to be encouraged and referred to the establishment of links with the Great Western Cities partnership and Business West.

It was suggested that small steps could include that employer organisations and employers being represented on school governing bodies.

Members discussed the importance of investment in infrastructure specifically in terms of transport and communications, and superfast broadband. It was commented that the proposed

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Metro won't help some areas of Monmouthshire noting that there is limited access to buses, and that the Valley areas and Cardiff are more likely to receive investment. It was commented that further education institutes should concentrate on more technological subjects.

The Chief Officer for Enterprise informed Members that Cardiff University in conjunction with the Alacrity Foundation is progressing well with the establishment of a national software academy to reduce the length of degree courses and to specialise in the software development required for technology industries.

The Chair agreed that an informal visit to a technical manufacturer would be arranged for Members' information.

The Chair thanked the Officers for their contributions to the meeting.

7. Economy and Development forward work programme

The Forward Work Programme was presented.

8. To confirm the date and time of the next meeting as Thursday 1st September 2016

The meeting scheduled for the 1st September 2016 was postponed until the 27th September 2016 at 1.00pm (pre-meeting at 12.30pm).

The meeting ended at 1.10 pm

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**SUBJECT: MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN
ANNUAL MONITORING REPORT**
MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE
DATE: 27 SEPTEMBER 2016
DIVISION/WARDS AFFECTED: ALL

1 PURPOSE:

1.1 To outline the purpose, key findings and conclusions of the Local Development Plan (LDP) second Annual Monitoring Report (AMR), attached at **Appendix 1**.

2. RECOMMENDATION:

2.1 To note the contents of the LDP second AMR for submission to the Welsh Government by 31 October 2016 and comment accordingly.

2.2 To endorse the recommendation to commence LDP review to Cabinet.

3. KEY ISSUES:

3.1 Background – Adopted Monmouthshire LDP

3.1.1 The Monmouthshire LDP 2011-2021 was formally adopted by the Council on 27 February 2014. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR).

3.2 The Annual Monitoring Report

3.2.1 The AMR provides the basis for monitoring the effectiveness of the LDP and ultimately determines whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are functioning effectively. It also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence plan implementation or review.

3.2.2 This is the second AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2015 – 31 March 2016.

3.3 LDP Monitoring Framework

3.3.1 The LDP policy and sustainability appraisal (SA) monitoring frameworks form the basis for the AMR, assessing how the Plan's strategic policies, and associated supporting policies, are performing against the identified key monitoring targets and outcomes and whether the LDP strategy and objectives are being delivered. This has enabled the Council to make an informed judgement of the Plan's progress in delivering the targets/monitoring outcomes and policies during this monitoring period.

3.4 Key Findings

3.4.1 Section 5 of the AMR provides a detailed assessment of Plan's performance. The results of the monitoring process demonstrate that many of the indicator targets and monitoring outcomes are being achieved. Some of the most significant findings in relation to these are:

- Progress continues to be made towards the implementation of the spatial strategy.

- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the main towns and main villages.
- The County has a total of 41.8ha of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate.
- There has been progress in terms of employment permissions within the County, with permissions granted for a range of employment uses on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 4.48 hectares). These were predominantly in Severnside. Permission was also granted for 3.72 hectares of land at the LDP strategic mixed-use site at Wonastow Road Monmouth.
- A number of rural diversification and rural enterprise schemes have been approved (10).
- The Council approved proposals for a total of 10 tourism facilities, 8 of which related to tourist accommodation. There were no applications permitted involving the loss of tourism facilities.
- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the national average.
- The proportion of A1 retail uses within the towns' Primary Shopping Frontages generally accord with the thresholds identified in the Primary Shopping Frontages SPG.
- A total of 5 community and recreation facilities have been granted planning permission and no applications were permitted involving the loss of community/recreation facilities.
- There has been no loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.
- Progress is being made towards the total waste management capacity for the LDP period and there has been no reduction in the minerals land bank.
- A total of 8 schemes incorporating on-site renewable energy generation were permitted (excluding householder, change of use and agricultural use).
- There were no developments permitted in C1/C2 floodplain areas which did not meet TAN15 tests.

3.4.2 There are, however, several key policy indicator targets and monitoring outcomes relating to housing provision that are not currently being achieved. The most significant findings in relation to these are:

- A total of 234 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 205 completions recorded during the last monitoring period, equates to a total of 439 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum.

- A total of 63 affordable dwelling completions were recorded during the current monitoring period. This, together with the 17 affordable dwelling completions recorded during the previous monitoring period, amounts to a total of 80 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum.
- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2015-16 period demonstrates that the County had 4.1 years housing land supply (based on the residual methodology prescribed in TAN1).
- There has been limited progress with the delivery of allocated strategic housing sites. With the exception of the Wonastow Road site, none of the strategic sites have obtained planning permission since the Plan's adoption. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3.
- Permissions and completions in Severnside settlements were considerably below the identified LDP targets.

3.4.3 This indicates that the LDP's key housing provision policies are not being delivered as anticipated and the subsequent lack of a 5 year housing land supply is a matter of concern. The fundamental contributing factor to this shortfall is the slower than anticipated progression of allocated strategic housing sites, albeit that progress is being made in bringing these sites forward and there is no evidence to suggest that the allocations are not deliverable (as detailed in Section 5 of the AMR). Nevertheless, the slower than anticipated delivery rate does suggest that there is a need for additional site allocations.

3.5 Contextual Information

3.5.1 Section Three of the AMR provides an analysis of the relevant contextual material that has been published since the adoption of the Plan at a national, regional and local level, along with general economic trends. This concludes that the changes identified to date do not suggest the need for an early review of the Plan.

3.6 Supplementary Planning Guidance (SPG)

3.6.1 Progress has been made in the preparation and adoption of SPG to help to facilitate the interpretation and implementation of LDP policy. This is detailed in Section Three of the AMR. SPG preparation and adoption will continue in the next monitoring period.

3.7 Sustainability Appraisal (SA) Monitoring

3.7.1 Section Six of the AMR expands on the assessment of LDP performance against the SA Monitoring Objectives, providing a short term position statement on the performance of the Plan against a number of sustainability indicators. There is an overlap between some of the LDP and SA indicators helping to demonstrate how the two monitoring processes are interlinked.

3.8 Conclusions and Recommendations

3.8.1 Section Seven sets out the conclusions and recommendations of this second AMR. The 2015-16 AMR concludes that while good progress has been made in implementing many of the Plan's policies and that overall the strategy remains sound, a number of key housing provision policy targets are not being met which indicates that these policies are not functioning as intended. The lack of a 5 year housing land supply is a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.

3.8.2 An early review of the LDP is therefore considered necessary because of the housing land supply shortfall. As there are no concerns with other Plan policies at this stage the AMR concludes that is not considered necessary to review other aspects of the Plan at this time. Accordingly, the AMR recommends an early review of the Monmouthshire LDP as a result of the need to address the shortfall in the housing land supply and facilitate the identification and allocation of additional housing land. This will involve the production of a Review Report which will set out and explain the scope of the Plan revision required. The Plan revision is likely to involve the identification/allocation of additional viable and easily deliverable sites to boost the land supply.

3.8.3 It is further recommended that this AMR be submitted to the Welsh Government in accord with statutory requirements. The AMR will be published on the Council's web site and publicised via our Twitter account @MCCPlanning.

3.9 Next Steps

3.9.1 The Plan will continue to be monitored on an annual basis through the preparation of successive AMRs, with the broad structure of the AMR remaining the same from year to year in order to provide ease of analysis between successive reports.

3.9.2 Given the importance attached to the land supply issue an early review is considered necessary, as set out in the AMR. This would also assist in seeking to avoid 'planning by appeal' and ad hoc development coming forward outside the development plan system and not in accordance with the Plan's strategy. However, it is also recognised that adopting a pragmatic approach to the determination of departure applications for residential development sites will assist in this context (as recognised in TAN1, paragraph 6.2).

3.9.3 The Regulations allow for a 'selective review' of part (or parts) of an LDP. Such a provision would allow for a partial review of the LDP to cover issues associated with the housing land supply and site selection, in accordance with the recommendation of the AMR. The Council, however, is required to commence a full review of the LDP every four years. This would mean that a full review to meet statutory requirements would have to commence in February, 2018. It is considered, therefore, that it would be more appropriate for a review to be commenced to consider all aspects of the LDP at this stage in order to fully assess the nature and scale of revisions that might be required. An early full review will also assist in meeting the 2021 deadline for having an adopted revised LDP in place to avoid the local policy vacuum that the new Regulations threaten to create.

3.9.4 The commencement of a Plan review will require the preparation of a Review Report. This should set out clearly what has been considered, which key stakeholders have been engaged and, where changes are required, what needs to change and why, based on evidence; including issues, objectives, strategy, policies and the SA as well as the implications of anticipated revisions on any parts of the Plan that are not proposed to be revised. It must also make a conclusion on the revision procedure to be followed, i.e. full or short form. The LDP Review Report may conclude that the issues involved are of sufficient significance to justify undertaking the full revision procedure. Alternatively, a short form revision procedure is available for circumstances where the issues involved are not of sufficient significance to justify undertaking the full revision procedure. The latter procedure may be the most appropriate in this case, given that the main issue is the shortfall in the land supply but this will be determined through the analysis to be carried out for the Review.

3.9.5 A report will be made to Cabinet seeking a formal resolution to commence a review of the LDP. Any comments from the Economy and Development Select Committee will be reported to Cabinet. Should Cabinet agree the recommendation to commence Plan review, a LDP Review Report would be produced for future political reporting, setting out a recommendation for the type of Plan revision (full or short). That decision would need to consider timescales, fit and the relationship with the emerging Future Monmouthshire work, Cardiff Capital Region City Deal work and a South East Wales Strategic Development Plan.

4. REASONS:

4.1 Under the Planning and Compulsory Purchase Act (2004) and associated Regulations, all local planning authorities are required to produce a LDP. The Monmouthshire LDP was adopted in February 2014 and provides the land use framework which forms the basis on which decisions about future development in the County are based. The Council has a statutory obligation, under section 61 of the 2004 Act, to keep all matters under review that are expected to affect the development of its area. In addition, section 76 of the Act requires the Council to produce information on these matters in the form of an AMR for submission to the Welsh Government at the end of October each year following plan adoption. The preparation of an AMR is therefore an integral part of the statutory development plan process. The Welsh Government has issued regulations and guidance on the required contents of AMRs. The completion of the 2016 Monmouthshire AMR is in accord with these requirements and guidance.

5. RESOURCE IMPLICATIONS:

5.1 Officer time and costs associated with the data collection and analysis of the monitoring indicators and preparation of the AMR. These costs will be met from the Planning Policy budget and carried out by existing staff.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

6.1 The Council must comply with European Directives and Regulations to monitor the state of the environment and this forms an integral part of the AMR. The adopted LDP and completion of the AMR accord with these requirements.

Sustainable Development

6.1.1 Under the 2004 Act the LDP is required to be subject to a Sustainability Appraisal (SA). The role of the SA is to assess the extent to which planning policies would help to achieve the wider environmental, economic and social objectives of the LDP. In addition, the European Strategic Environmental Assessment (SEA) Directive requires the '*environmental assessment*' of certain plans and programmes prepared by local authorities, including LDP's. All stages of the LDP were subject to a SA, whose findings were used to inform the development of LDP policies and site allocations in order to ensure that the LDP would be promoting sustainable development. The SEA Directive also requires that the Council monitor the state of the environment through monitoring the sustainability objectives set out in the SA Report. This forms an integral part of the AMR. A second Future Generations Evaluation (including equalities and sustainability impact assessment) is attached to this report at **Appendix 2**.

Equality

6.2.1 The LDP was also subjected to an Equality Challenge process and due consideration given to the issues raised. The AMR provides an analysis of existing LDP policies, which were prepared within this framework. Assessments of Equality Impact will be required throughout the Plan's implementation wherever there is likely to be significant impact. Future review of LDP policies and proposals will require an Equalities and Well-being of Future Generations Impact Assessment to be carried out.

7. CONSULTEES:

- Head of Planning

8. BACKGROUND PAPERS:

European Legislation:

- European Strategic Environment Assessment Directive 2001/42/EC.
- Strategic Environmental Assessment Regulations 2004.
- The Conservation of Habitats and Species Regulations 2010 (as amended 2011).

National Legislation and Guidance:

- Planning (Wales) Act 2015
- Planning and Compulsory Purchase Act 2004.
- Town and Country Planning (Local Development Plan) (Wales) Regulations 2005
- Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015
- Local Development Plan Manual, Welsh Assembly Government, Edition 2, 2015.
- Planning Policy Wales (Edition 8), Welsh Government, January 2016.

Monmouthshire LDP:

- Monmouthshire Adopted LDP, Monmouthshire County Council, February 2014.
- Monmouthshire LDP 'Sustainability Appraisal/Strategic Environmental Assessment Report Addendum', February 2014.

Monmouthshire County Council publications:

- Monmouthshire LDP 'Retail Background Paper', February 2016.
- Monmouthshire LDP 'Employment Background Paper', June 2016.
- Monmouthshire 'Joint Housing Land Availability Study', July 2016.

9. AUTHORS & 10. CONTACT DETAILS:

Martin Davies (Planning Policy Manager)

Tel: 01633 644826.

E Mail: martindavies@monmouthshire.gov.uk

Rachel Lewis (Principal Planning Policy Officer)

Tel: 01633 644827.

E Mail: rachellewis@monmouthshire.gov.uk



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Monitoring Period 1st April 2015 – 31st March 2016

**Monmouthshire County Council
Adopted Local Development Plan
2011 - 2021**

Annual Monitoring Report

Monitoring Period 1st April 2015 – 31st March 2016

**Planning Policy Service
Enterprise Directorate
Monmouthshire County Council
County Hall
Usk
NP15 1GA
Tel. 01633 644644**

E-mail: planningpolicy@monmouthshire.gov.uk

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1 Executive Summary

- 1.1 The Monmouthshire Local Development Plan (LDP) was adopted on 27 February 2014. As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR).
- 1.2 The AMR provides the basis for monitoring the effectiveness of the LDP and ultimately determines whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are functioning effectively. It also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence plan implementation or review.
- 1.3 This is the second AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2015 – 31 March 2016.

Key Findings of the Second Annual Monitoring Process 2015-2016

Contextual Information

- 1.4 A summary of the relevant contextual material that has been published since the adoption of the Plan at a national, regional and local level, along with general economic trends is included in Section 3. While some of these identified changes may have implications for the future implementation of the LDP, none of the changes identified to date suggest the need for an early review of the Plan. The implications of some of the contextual changes will take place over the longer term and subsequent AMRs will continue to provide updates on relevant contextual material and give further consideration to any changes which could affect the Plan's future implementation.

Local Development Plan Monitoring – Policy Analysis

- 1.5 Section 5 of the AMR provides a detailed assessment of how the Plan's strategic policies and associated supporting policies are performing against the identified key monitoring targets and outcomes and whether the LDP strategy and objectives are being delivered. This has enabled the Council to make an informed judgement of the Plan's progress in delivering the targets/monitoring outcomes and policies during this monitoring period. The table below provides a visual overview of the effectiveness of policies during the current monitoring period based on the traffic light rating used in the assessment.

| | |
|---|-----------|
| Targets / monitoring outcomes* are being achieved | 49 |
| Targets / monitoring outcomes* are not currently being achieved but there are no concerns over the implementation of the policy | 17 |
| Targets / monitoring outcomes* are not being achieved with subsequent concerns over the implementation of policy | 11 |
| No conclusion can be drawn due to limited data availability | 2 |

*For those indicators with no target/trigger the monitoring outcomes are assessed and rated accordingly

Key AMR Findings

1.6 The results of the monitoring process demonstrate that many of the indicator targets and monitoring outcomes are being achieved (green traffic light rating), indicating that the relevant Plan policies are performing as intended. Of particular note over this monitoring period:

- Progress continues to be made towards the implementation of the spatial strategy.
- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the main towns and main villages.
- The County has a total of 41.8ha of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate.
- There has been progress in terms of employment permissions within the County, with permissions granted for a range of employment uses on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 4.48 hectares). These were predominantly in Severnside. Permission was also granted for 3.72 hectares of land at the LDP strategic mixed-use site at Wonastow Road Monmouth.
- A number of rural diversification and rural enterprise schemes have been approved (10).
- The Council approved proposals for a total of 10 tourism facilities, 8 of which related to tourist accommodation. There were no applications permitted involving the loss of tourism facilities.
- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the national average.

- The proportion of A1 retail uses within the towns' Primary Shopping Frontages generally accord with the thresholds identified in the Primary Shopping Frontages SPG.
- A total of 5 community and recreation facilities have been granted planning permission and no applications were permitted involving the loss of community/recreation facilities.
- There has been no loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.
- Progress is being made towards the total waste management capacity for the LDP period and there has been no reduction in the minerals land bank.
- A total of 8 schemes incorporating on-site renewable energy generation were permitted (excluding householder, change of use and agricultural use).
- There were no developments permitted in C1/C2 floodplain areas which did not meet TAN15 tests.

1.7 The analysis also indicates that there are various policy indicators which are not being achieved but with no corresponding concerns over policy implementation, as detailed in Section 5 (amber traffic light rating). Further investigation has determined that there are justified reasons for the performance recorded and this is not representative of any fundamental issue with the implementation of the policy framework or strategy at this time.

1.8 There are, however, several key policy indicator targets/monitoring outcomes relating to housing provision that are not progressing as intended (red traffic light rating). Of particular note:

- A total of 234 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 205 completions recorded during the last monitoring period, equates to a total of 439 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum.
- A total of 63 affordable dwelling completions were recorded during the current monitoring period. This, together with the 17 affordable dwelling completions recorded during the previous monitoring period, amounts to a total of 80 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum.

- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2015-16 period demonstrates that the County had 4.1 years housing land supply (based on the residual methodology prescribed in TAN1).
- There has been limited progress with the delivery of allocated strategic housing sites. With the exception of the Wonastow Road site, none of the strategic sites have obtained planning permission since the Plan's adoption. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3.
- Permissions and completions in Severnside settlements were considerably below the identified LDP targets.

1.9 This indicates that the LDP's key housing provision policies are not being delivered as anticipated and the subsequent lack of a 5 year housing land supply is a matter of concern. A fundamental contributing factor to this shortfall is the slower than anticipated progression of allocated strategic housing sites, albeit that progress is being made in bringing these sites forward and there is no evidence to suggest that the allocations are not deliverable (as detailed in Section 5). Nevertheless, the slower than anticipated delivery rate does suggest that there is a need for additional site allocations.

1.10 An early review of the adopted Plan is therefore considered necessary as a result of the need to address the shortfall in the housing land supply and facilitate the identification and allocation of additional viable and deliverable housing land.

Supplementary Planning Guidance (SPG)

1.11 Progress has been made with the preparation and adoption of supplementary planning guidance to help to facilitate the interpretation and implementation of LDP policy which is detailed in Section 3. SPG preparation and adoption will continue in the next monitoring period.

Sustainability Appraisal (SA) Monitoring

1.12 Section 6 expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) monitoring objectives. There is an overlap between some of the LDP and SA indicators helping to demonstrate how the LDP monitoring and SA monitoring are interlinked.

1.13 Some of the most notable findings specific to the SA during the current monitoring period include:

- 100% of major new development approved during this monitoring period is located within a 10 minute walk from a frequent and regular bus service.
- 4.6ha of open space created as a result of planning permissions.

- One tree protected by a Tree Preservation Order lost to development.
- One location where annual objective levels of nitrogen dioxide was exceeded.
- 4 of 5 allocated sites and all other developments of over 10 dwellings/1ha incorporated SUDS into the scheme.
- 100% of groundwater bodies have 'good' quantity status.
- 0 instances where rivers across the County experienced summer low flow.
- 0 hectares of agricultural land at Grade 3a and better lost to major development.
- 6.6% increase in tourism expenditure (£186.65 million).

1.14 The SA monitoring provides a short term position statement on the performance of the Plan against a number of sustainability indicators. As such it is compared to the baseline data set out in the previous AMR only and emerging trends will become more apparent in future AMRs.

Conclusions and Recommendations

1.15 The 2015-16 AMR concludes that while good progress has been made in implementing many of the Plan's policies and that overall the strategy remains sound, a number of key housing provision policy targets are not being met which indicates that these policies are not functioning as intended. The lack of a 5 year housing land supply is a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.

1.16 An early review of the LDP is therefore considered necessary because of the housing land supply shortfall. As there are no concerns with other Plan policies at this stage the AMR concludes that it is not considered necessary to review other aspects of the Plan at this time.

1.17 Accordingly, the AMR recommends the following:

1. Commence an early review of the Monmouthshire LDP as a result of the need to address the shortfall in the housing land supply and facilitate the identification/allocation of additional housing land. This will involve the production of a Review Report which will set out and explain the scope of the Plan revision required.
2. Submit the second AMR to the Welsh Government by 31 October 2016 in accordance with statutory requirements. Publish the AMR on the Council's website.
3. Continue to monitor the Plan through the preparation of successive AMRs.

2 Introduction

- 2.1 The Annual Monitoring Report (AMR) provides the basis for monitoring the effectiveness of the Local Development Plan (LDP) and ultimately determines whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are functioning effectively. It also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that might influence the Plan's implementation or review.
- 2.2 Monitoring is a continuous part of the plan making process. It provides the connection between evidence gathering, plan strategy and policy formulation, policy implementation, evaluation and plan review.

Adoption of the Monmouthshire Local Development Plan

- 2.3 Under the Planning and Compulsory Purchase Act (2004) and associated Regulations, local planning authorities (LPAs) are required to produce a LDP. The Monmouthshire Local Development Plan was formally adopted by Monmouthshire County Council on 27 February 2014. The LDP provides the land use framework which forms the basis on which decisions about future development in the County, including planning applications, are based.
- 2.4 This is the second AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2015 – 31 March 2016.

The Requirement for Monitoring

Planning and Compulsory Purchase Act 2004

- 2.5 The Council has a statutory obligation, under section 61 of the 2004 Act, to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government at the end of October each year following plan adoption. The preparation of an AMR is therefore an integral part of the statutory development plan process.
- 2.6 In order to monitor LDP performance consistently, plans should be considered against a standard set of monitoring indicators and targets. The Welsh Government has issued regulations and guidance on the required content of AMRs.

Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015

2.7 The Town and Country Planning (Local Development Plan) (Wales) Regulations have been amended to simplify certain aspects of the local development plan procedures, however, these do not affect the LDP monitoring process. Under Regulation 37 the AMR is required to:

- Identify policies that are not being implemented;
And for each policy:
- Identify the reasons why the policy is not being implemented;
- Identify the steps (if any) that are intended to be taken to enable the policy to be implemented;
- Explore whether a revision to the plan to replace or amend the policy is required.

2.8 In addition, the AMR is required to monitor identified core indicators by specifying:

- The housing land supply from the current Housing Land Availability Study, and;
- The number (if any) of net additional affordable and general market dwellings built in the LPA area.

These are both for the year of the AMR and for the full period since the LDP was first adopted.

Local Development Plan Manual (Edition 2, 2015)

2.9 The 2006 LDP Manual outlined additional LDP indicators which the AMR should report on. These were incorporated into the LDP monitoring framework where relevant. Some of these indicators were adapted to better fit with local circumstances and some were discounted as being inappropriate. The revised LDP Manual has deleted many of the additional LDP indicators included in the first Manual. However, as some of these indicators are included in the adopted LDP monitoring framework the Council will continue to monitor these to ensure consistency. The revised manual incorporates a smaller number of additional core output indicators relating the housing provision, employment and retail matters. However, as these are not included in the adopted monitoring framework it is not considered appropriate to include these retrospectively. Rather any necessary changes to the monitoring framework will be considered as part of the LDP review.

Monmouthshire LDP Monitoring Framework

2.10 A Monitoring Framework is provided in Chapter Eight of the LDP comprising a series of 50 indicators, with corresponding targets and triggers for further action, in relation to the Plan's strategic policies. It also indicates the linkages between the Plan themes, objectives, strategic policies and other Plan policies. The indicators were developed in accordance with the above Welsh Government Regulations and guidance on monitoring. The Monitoring Framework forms the basis of the AMR.

Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011)

- 2.11 In addition the LDP and AMR must comply with European Directives and Regulations. The Sustainability Appraisal Report Addendum (2014) identifies a further set of indicators (60) that will be used to monitor progress on sustainability issues. Whilst interlinked, these are set out separately from the LDP Policy Monitoring Framework and have been used in the AMR to measure the environmental, economic and social impacts of the LDP.
- 2.12 The completion of the AMR accords with the requirements for monitoring the sustainability performance of the Plan through the Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011).

AMR Format and Content

- 2.13 The AMR has been designed to be a succinct and easily accessible document that can be used as a convenient point of reference for all strategic policy areas.
- 2.14 The structure of the AMR is as follows:

Section 1 Executive Summary - Provides a succinct written summary of the key monitoring findings.

Section 2 Introduction - Outlines the requirement for, the purpose and structure of the AMR.

Section 3 Contextual Information - Provides a brief overview of the relevant contextual information which, although outside the remit of the Plan, could affect the performance of the LDP policy framework. Policy specific contextual information is provided in the relevant policy analysis section.

Section 4 LDP Monitoring Process - Explains the monitoring process undertaken.

Section 5 LDP Monitoring - Policy Analysis - Provides a detailed analysis of the effectiveness of the LDP policy framework in delivering the identified aims/outcomes and targets, together with recommendations for further action.

Section 6 Sustainability Appraisal Monitoring - Provides an assessment of the LDP's performance against the SA monitoring indicators.

Section 7 Conclusions and Recommendations – Gives an overview of the AMR findings with reference to the analysis made in the preceding sections and, where relevant, provides recommendations on issues that require further consideration.

Publication – The AMR will be published on the Council's website.

Future Monitoring

- 2.15 The broad structure of the AMR should remain the same from year to year in order to provide ease of analysis between successive reports. However, given that the monitoring process is dependent upon a wide range of statistical information that is sourced from both the Council and external sources, any changes to these sources could make certain indicators ineffective or out-dated. Accordingly, the monitoring framework may evolve over the Plan period and AMRs will be used as a means of identifying any such inevitable changes to the framework.
- 2.16 The Council is required to commence a full review of the LDP every four years. This means that from the date of the LDP's initial adoption a full review would not be required to commence until 2018 in accordance with the statutory LDP process. A review of the LDP in advance of the formal review will only take place if the conclusions of the AMR or other exceptional circumstances (as set out in paragraph 4.4) indicate otherwise.

3 Contextual Information

- 3.1 This section provides a brief summary of the relevant contextual material that has been published during the current monitoring period. This includes national legislation and relevant plans, policies and strategies at the national, regional and local level. Any potential overall implications for the LDP as a whole are outlined where appropriate. General economic trends which have occurred since the LDP's adoption are also set out, together with progress on key supplementary planning guidance.
- 3.2 Contextual information which is specific to a particular LDP policy area is provided in the relevant policy analysis section for ease of reference and is therefore not repeated here.

Legislative Changes

Planning (Wales) Act 2015

- 3.3 The Planning (Wales) Act received Royal Assent in July 2015. It sets out a series of legislative changes to deliver reform of the planning system in Wales, to ensure that it is fair, resilient and enables development. The Act addresses 5 key objectives which includes strengthening the plan-led approach to planning. It introduces a legal basis for the preparation of a National Development Framework (NDF) and Strategic Development Plans (SDP). The NDF is a national land use plan which will set out Welsh Government's policies in relation to the development and use of land in Wales. It is anticipated that this will be produced in 2018/9 when it will replace the Wales Spatial Plan. SDPs will address cross-boundary issues at a regional level such as housing, employment and waste and must be in general conformity with the NDF. The Regulations make reference to three strategic planning areas including South East Wales. It is anticipated that Monmouthshire will be part of this strategic planning area, in alignment with the emerging Cardiff Capital Region City Deal proposals. LDPs will continue to have a fundamental role in the plan-led system. The Act requires LDPs to be in general conformity with the NDF and any SDP which includes all or part of the area of the authority.

The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015

- 3.4 Amendments to The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 were carried out in response to the outcome of the LDP Refinement Exercise and aim to simplify certain aspects of the local development plan process. The amended Regulations:
- Remove the statutory requirement to advertise consultation stages in the local press;
 - Allow local planning authorities to make revisions to the local development plan where the issues involved are not of sufficient significance to warrant the full procedure, without going through the full revision process;

- Eliminate the need to call for and consult on alternative sites following the deposit consultation; and
- Make minor and consequential amendments.

The amended LDP Regulations came into force on 28 August 2015 and together with the related policy and guidance in Planning Policy Wales (PPW) and the revised LDP Manual aim to make the LDP process more efficient and effective (i.e. enabling swifter plan preparation and revision without imposing unnecessary prescription). The amended Regulations do not have any implications for the current LDP but will need to be considered in relation to any Plan review and will be given further consideration as necessary.

Well-being of Future Generations (Wales) Act 2015

- 3.5 The Well-being of Future Generations (Wales) Act gained Royal Assent in April 2015. The Act strengthens existing governance arrangements for improving the well-being of Wales by ensuring that sustainable development is at the heart of government and public bodies. It aims to make a difference to the lives of people in Wales in relation to a number of well-being goals including improving health, culture, heritage and sustainable resource use. The Act provides the legislative framework for the preparation of Local Well-being Plans which will replace Single Integrated Plans. Given that sustainable development is the core underlying principle of the LDP (and SEA) there are clear associations between the aspirations of both the LDP and Act/Local Well-being Plans. Indeed, it is considered that the LDP evidence base, SEA/SA and AMR will inform the Council's Local Well-being Plan. Moving forward, sustainable development principles will continue to inform any review of the Plan.

Environment (Wales) Act 2016

- 3.6 This Act received Royal Assent in March 2016 and sits alongside the Planning (Wales) Act 2015 and the Well-being of Future Generations (Wales) Act 2015 in promoting sustainable use, management and development of Welsh resources. The Environment (Wales) Act introduces new legislation for the environment and provides an iterative framework which ensures that managing Wales' natural resources sustainably will be a core consideration in decision-making. It requires Natural Resources Wales (NRW) to prepare a State of Natural Resources Report that provides an assessment of natural resources and considers the extent to which they are being sustainably managed. The Act also requires Welsh Government to produce a National Natural Resources Policy that sets out the priorities, risks and opportunities for managing Wales' natural resources sustainably. NRW will also produce a local evidence base (Area Statements) to help implement the priorities, risks and opportunities identified in the National Policy and set out how these will be addressed. Any subsequent implications for the LDP will be given further consideration as necessary.

Historic Environment (Wales) Act 2016

- 3.7 The Historic Environment (Wales) Act 2016 received Royal Assent in March 2016. The Act makes important changes to the two main UK laws that provide the legislative framework for the protection and management of the historic environment: the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings and Conservation Areas) Act 1990. The Act will give more effective protection to listed buildings and scheduled ancient monuments; improve the sustainable management of the historic environment; and introduce greater transparency and accountability into decisions taken on the historic environment. While some of the Act's measures will come into force in May 2016, the majority will require further secondary legislation or other preparations before they are brought into effect later in 2016 or in 2017. Any implications for the LDP will be given further consideration as necessary.

National Planning Policy Amendments

Planning Policy Wales (Edition 8, January 2016)

- 3.8 A revised version of Planning Policy Wales (PPW) was published in January 2016. The main changes contained in Edition 8 relate to the following matters:

- **Local Development Plans (Chapter 2):**

A revised version of Chapter 2 was published on 25 September 2015 following the refinement of the LDP process. It takes account of related amendments to the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, to the guidance in the Local Development Plan Manual (Edition 2, 2015) and to the withdrawal of Local Development Plans Wales: Policy on Preparation of LDPs (2005).

- **Planning for Sustainability (Chapter 4):**

Chapter 4 has been updated to take into account the Well-being of Future Generations (Wales) Act 2015. The amendments insert information on the provisions of the Act, including the seven well-being goals and the sustainable development principle. The description of legislative requirements for sustainable development in the planning system has also been updated. The changes also illustrate how the Welsh Government's planning policy objectives link to the well-being goals. It has also been updated to reflect the Welsh language provisions of the Planning (Wales) Act 2015 which strengthen the consideration given to the Welsh language in the planning system.

- **Minerals (Chapter 14):**

This new Chapter integrates into PPW the Welsh Government's planning policies for minerals development which were previously set out in Minerals Planning Policy Wales (2001). No changes to existing policy have been made as part of this integration exercise and Minerals Planning Policy Wales has been cancelled as a result.

Technical Advice Notes (TANs)

- 3.9 TAN 12 Design was updated during the current monitoring period. The potential implications of the changes to this TAN for the LDP are provided in the relevant policy analysis section.

Regional Context

Cardiff Capital Region and City Deal

- 3.10 South-East Wales is identified as a new city-region in Wales, covering Cardiff and South-East Wales including Monmouthshire. As set out in the report 'Powering the Welsh Economy'¹, the Cardiff Capital Region is intended to encourage the ten local authorities and other key partners in its boundaries to work together and collaborate on projects and plans for the area. A transition board has been established although progress remains at an early stage and at present the potential consequences for the LDP are not clear. Similarly the Authorities forming the Capital Region are continuing to work on a City Deal bid to fund projects aimed at boosting the competitiveness of the region over the next 20 years. Of note, the City Deal document was signed by the 10 local authority leaders, Secretary of State for Wales, Chief Secretary to the Treasury and First Minister in March 2015. A final agreement is anticipated during the next monitoring period. The progress of the Cardiff Capital Region agenda, City Deal Bid and any subsequent implications for the LDP will be given further consideration in subsequent AMRs where appropriate.

Local Context

Monmouthshire Single Integrated Plan, 2013-2017

- 3.11 The Monmouthshire Single Integrated Plan (SIP) replaced the Community Strategy, Children and Young People's Plan, Community Safety Plan and Health, Social Care and Well-being Strategy. Based on a rich and comprehensive unified needs assessment and wide reaching engagement process, it aims to drive improvement within the County, with a specific focus on certain priorities which forms the core agenda for improvement. It is considered that the LDP is consistent with the current SIP given their collective priorities including affordable housing, business and enterprise, accessibility, and environmental protection and enhancement. As noted above (3.4), under the provisions of the Well-being of Future Generations Act the SIP will be replaced by a Local Well-being Plan which will also have clear links with the LDP. Progress on the preparation of the Local Well-being Plan will be reported in subsequent AMRs.

¹Cardiff Capital Region Board, 'Powering the Welsh Economy', 2015

Future Monmouthshire

- 3.12 Monmouthshire County Council is embarking on a project to re-evaluate the needs and aspirations of our communities and how a 'Council of the Future' will seek to meet those challenges. The community engagement work will run alongside and integral to work on the Local Well-being Plan. The results of this engagement and other relevant evidence gathered for this exercise will be of relevance to any LDP review and may also be of relevance to the next AMR.

Monmouthshire Community Infrastructure Levy (CIL) Update

- 3.13 Consultation on the CIL Draft Charging Schedule commenced during the current monitoring period. The CIL Examination and subsequent adoption of the CIL is expected during the next monitoring period. The progress of the CIL and any subsequent implications for the LDP will be given further consideration in successive AMRs where appropriate.

General Economic Trends

Economic Activity

- 3.14 Key economic activity data for Monmouthshire and Wales from the LDP base date of 2011 to the current monitoring period is shown in the tables below. The data demonstrates that employment, unemployment and earnings indicators have shown improvement over this period for both areas, although Monmouthshire outperforms Wales overall. Of note, Monmouthshire has experienced improved economic performance in relation to these indicators during the current monitoring period with employment and earnings at the highest level since 2011 and unemployment at the lowest level since 2011. However, such changes are not considered to be so significant to have any implications for the LDP. These economic indicators will be considered in subsequent AMRs and any potential implications recorded.

Economically Active – In Employment

| | Monmouthshire | Wales |
|-----------------------|----------------------|--------------|
| April 2011-March 2012 | 73.8% | 66.7% |
| April 2012-March 2013 | 74.2% | 67.6% |
| April 2013-March 2014 | 73.0% | 69.5% |
| April 2014-March 2015 | 74.5% | 69.3% |
| April 2015-March 2016 | 78.8% | 71.1% |

Source: Nomis

Economically Active – Unemployed

| | Monmouthshire | Wales |
|-----------------------|----------------------|--------------|
| April 2011-March 2012 | 5.1% | 8.4% |
| April 2012-March 2013 | 5.6% | 8.3% |
| April 2013-March 2014 | 5.1% | 7.4% |
| April 2014-March 2015 | 4.9% | 6.8% |
| April 2015-March 2016 | 3.3% | 5.4% |

Source: Nomis

Gross Weekly Pay Full-Time Workers (Earnings by Residence)

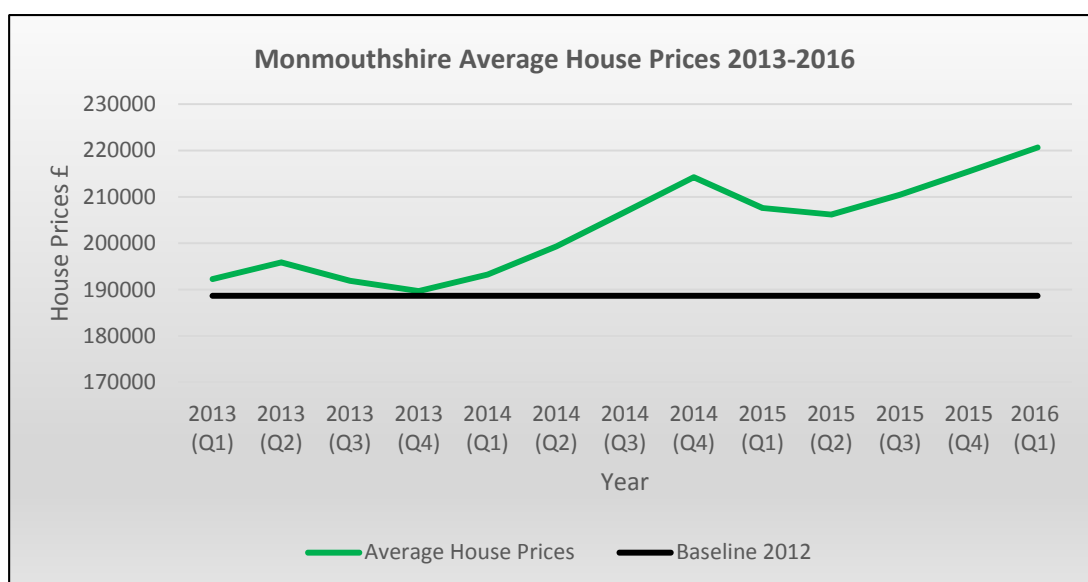
| | Monmouthshire | Wales |
|------|---------------|--------|
| 2011 | £560.3 | £455.1 |
| 2012 | £530.7 | £454.9 |
| 2013 | £579.5 | £475.3 |
| 2014 | £577.6 | £479.4 |
| 2015 | £610.1 | £484.4 |

Source: Nomis

- 3.15 Emerging evidence suggests that the income for economically active women who both live and work within the County are significantly lower than that of men within the same category. It is unlikely that this is something that the land use planning system can directly influence however further consideration will be given to this as part of the Future Monmouthshire project and, if relevant, via future Plan review.

House Prices

- 3.16 As demonstrated in the graph below, Land Registry data indicates that in general average house prices in Monmouthshire have increased over the current monitoring period, with the exception of quarter 2 2015 (April to June). Subsequently, average prices in quarter 1 2016 (January to March) at £220,640 were higher than the 2012 quarter 4 baseline price (£188,640). If the average house price trend data recorded exceeds the identified trigger for further investigation set out in relation to Policy S4, the Council will consider re-assessing the viability evidence which informed the affordable housing policy targets. This is given further consideration in the policy analysis section relating to Policy S4.



Source: Land Registry

Supplementary Planning Guidance

- 3.17 A number of supplementary planning guidance (SPG) documents to support key LDP policy areas have been adopted during the current monitoring period. These are:
- Green Infrastructure
 - Affordable Housing
 - Renewable Energy and Energy Efficiency
 - Conversion of Agricultural Buildings Design Guide
 - LDP Policy H4(g) Conversion/Rehabilitation of buildings in the Open Countryside to Residential Use Assessment of Re-use for Business Purposes
 - LDP Policies H5 & H6 Replacement Dwellings in the Open Countryside and Extension of Rural Dwellings
- 3.18 A Planning Advice Note in relation to Wind Turbine Development: Landscape and Visual Impact Assessment Requirements was also endorsed by a Single Cabinet Member Decision during this period.
- 3.19 18 Conservation Area Appraisals were also consulted on and subsequently adopted as SPG during the current monitoring period.
- 3.20 The Primary Shopping Frontages SPG has been prepared and consulted on during this monitoring period. It is anticipated that this will be progressed through to adoption during the early part of the next monitoring period. Work on the Landscape SPG is ongoing. Progress on these and additional SPG will be reported in the next AMR.

Summary

- 3.21 As detailed above, new legislation and national, regional and local plans, policies and strategies have emerged during the current monitoring period, some of which may have implications for the future implementation of the LDP. However, none of contextual changes identified to date suggest the need for an early review of the Plan. Subsequent AMRs will continue to provide updates on relevant contextual material which could affect the Plan's future implementation.

4 LDP Monitoring Process

How is the LDP Monitored?

- 4.1 Section 5 provides a detailed analysis of the effectiveness of the LDP policy framework in delivering the identified policy aims/outcomes and targets, together with appropriate recommendations for further action. Consideration is also given to any significant policy specific contextual issues that have arisen over the monitoring period which could affect policy implementation. Aligned with the LDP monitoring framework, the analysis is grouped according to the Plan's strategic policies and is structured as follows:

| | |
|---|---|
| Monitoring Aims / Outcomes | The monitoring aim / outcome identifies what each strategic policy is seeking to achieve. Supporting objectives, development management and site allocation policies are also set out to demonstrate the interlinkages between the policies. |
| Contextual information | Significant contextual information that has been published since the Plan's adoption is outlined where relevant to a particular strategic policy. This will enable the AMR to determine whether the performance of a policy has been affected by contextual changes. These can include new or amended legislation, national, regional and local plans, policies or strategies as well as external social and economic trends which could affect the delivery of the LDP such as economic conditions. Any such changes lie outside the remit of the LDP. |
| Indicators, targets and triggers | <p>Policy performance recorded during the monitoring period in relation to the indicators and relevant targets /triggers for further investigation is set out for each strategic policy.</p> <p>The targets and triggers for certain indicators have been subdivided to enable the effective monitoring of these indicators. This includes indicators relating to the following strategic policies:</p> <ul style="list-style-type: none"> • S1 Spatial Strategy • S3 Strategic Housing Sites • S4 Affordable Housing • S6 Retail • S8/S9 Enterprise and Economy/ Employment Sites Provision <p>The total number of targets and triggers in the monitoring framework has subsequently increased.</p> |

| | |
|-------------------------------|---|
| <p>Analysis</p> | <p>Having regard to the indicators, relevant targets, triggers and monitoring outcomes, the AMR assesses whether the Plan’s strategic policies are being implemented as intended and whether the LDP objectives and strategy are being achieved. This includes the identification and further investigation of any policy that fails to meet its target and/or has reached its trigger point. However, the fact that a policy reaches its trigger level does not automatically imply that the policy is failing. The analysis will consider whether such performance may be due to extraneous circumstances or could be justified in the context of the overall policy framework.</p> <p>In certain instances it has been difficult to identify meaningful trends due to the limited amount of data available and consequently some of the conclusions drawn are preliminary and will need to be verified by a longer period of monitoring.</p> <p>The analysis excludes those indicator targets with no applicable planning applications or completions to assess during the monitoring period. These totalled 8 during the current monitoring period.</p> |
| <p>Recommendations</p> | <p>Taking account of the policy analysis, appropriate recommendations are provided including a statement of any necessary actions required. If policies are found to be failing the AMR will set out clear recommendations on what, if anything, needs to be done to address this.</p> <p>Consideration of the LDP against all of the information gathered over the monitoring period will allow the Council to determine whether a review of the Plan is required.</p> |

Policy Performance Traffic Light Rating

- 4.2 As a visual aid in monitoring the effectiveness of the Plan’s strategic policies and to provide a quick reference overview of policy performance a ‘traffic light’ rating is included for relevant indicators as follows:

| | |
|--|--|
| | Policy targets/monitoring outcomes* are being achieved |
| | Policy targets/monitoring outcomes* are not currently being achieved but there are no concerns over the implementation of the policy |
| | Policy targets/monitoring outcomes* are not currently being achieved with subsequent concerns over the implementation of the policy |
| | No conclusion can be drawn due to limited data |

*For those indicators with no target/trigger the monitoring outcomes are assessed and rated accordingly.

Replacement Indicators

- 4.3 In instances where the Council has been unable to monitor an indicator or where an indicator has been superseded, an explanation will be provided in the relevant policy analysis section and, where appropriate, an alternative indicator will be identified. There may also be instances where it is necessary to amend an indicator, for example, to improve the clarity of the indicator or realign it with relevant data sets. In such cases an explanation will be provided in the relevant policy analysis section and the indicator amended as appropriate.

Triggers for Plan Review

- 4.4 The Council is required to commence a full review of the LDP every four years. It is, however, recognised that the following exceptional circumstances could elicit an early review of the Plan:
- A significant change in external conditions
 - A significant change in national policy or legislation
 - A significant change in local circumstances e.g. closure of a significant employment site that weakens the local economy
 - A significant change in development pressures or needs and investment strategies of major public and private investors
 - Significant concerns from the results of the AMR in terms of policy effectiveness/implementation and site delivery, including a fall in the housing land supply below 5 years.

All of these issues will be taken into consideration in determining whether a full or partial review of the Plan is necessary.

Sustainability Appraisal Monitoring Framework

- 4.5 The Sustainability Appraisal Monitoring expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) monitoring objectives. The SA identifies 17 objectives and 63 indicators developed to measure the environmental, economic and social impacts of the LDP. This is set out in Section 6 of the AMR.

5 LDP Monitoring – Policy Analysis

- 5.1 This section provides a detailed assessment of whether the Plan’s strategic policies, and associated supporting policies, are being implemented as intended and whether the LDP objectives and strategy are being achieved. Appropriate recommendations are subsequently provided, together with necessary actions to address any policy implementation issues identified through the monitoring process. Aligned with the LDP, the analysis is set out in strategic policy order.

Spatial Strategy

Monitoring Aim/Outcome: New housing development to be distributed in accordance with the LDP Spatial Strategy

Strategic Policy: S1/S2 Spatial Distribution of New Housing Provision

LDP Objectives Supported: 1, 3 & 4

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

(Of note, additional information on Monmouthshire’s current housing land availability, including dwelling completions/permissions and their location, is available in the 2016 Joint Housing Land Availability Study (JHLAS) which can be accessed via the following link:

<http://www.monmouthshire.gov.uk/app/uploads/2016/07/JHLA-Study-2016.doc.pdf>)

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|--|---|
| Proportion of new housing development provided in accordance with the spatial strategy Policy S1 / settlement hierarchy set out in Policy S2* | Location of new residential development should correspond to the requirements set out in the Tables to Policy S2: | Housing completions are +/- 10% of the requirements set out in the tables to Policy S2 in any 1 year | Dwelling Completions |
| | a) Main towns 41% | | 40.2% |
| | b) Severnside Settlements 33% | | 8.1% |
| | c) Rural Secondary Settlements 10% | | 37.2% |
| | d) Rural General 16% | | 14.5% |

Analysis – Dwelling Completions

a) Main Towns

Of the 234 dwelling completions recorded during the monitoring period, 40.2% (94 units) were in the County's main towns which essentially equates to the identified target of 41%. Almost half of these completions (49%, 46 units) were on windfall sites, 44 units in Chepstow and 2 units in Monmouth. The remaining completions on small sites (including conversions and change of use) – 20 completions in Abergavenny, 17 in Chepstow and 11 in Monmouth. Of these, 64 (68%) were general market dwellings and 30 (32%) were affordable dwellings.

As may be expected, given that this is only the second monitoring period following the adoption of the LDP and just one of the main town allocated sites has obtained planning permission, there have been no completions on these sites over the current monitoring period. Rather, the 40.2% completion rate is predominantly due to windfall sites. Indeed, the relatively high proportion of dwelling completions in the main towns reflects the fact that windfall sites accounted for 58% of all completions recorded in Monmouthshire over the monitoring period.

However, it is anticipated that the delivery of the strategic housing allocations in the main towns will ensure that dwelling completions in these key settlements continue to accord with spatial strategy.

Dwelling completions recorded in the main towns during this monitoring period compare more favourably to those recorded last year (27%). Again, this is predominantly attributable to a high number of windfall site completions recorded, rather than the progression/development of strategic site allocations.

In view of the above, there is not considered to be any significant issue with the implementation of Plan's spatial strategy in relation to dwelling completions in the main towns. While it is recognised that windfall sites accounted for a significant proportion of completions these are in accordance with the spatial strategy. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

b) Severnside Settlements

8.1% of dwelling completions recorded during the monitoring period were in Severnside settlements which is considerably lower than the identified target of 33% for this area. This signifies that the trigger for this indicator has been met. 53% of these completions were on small sites – 6 completions in Magor/Undy and 4 completions in Caldicot, all of which were general market dwellings. The remaining completions (9) were on a windfall site in Caldicot, all of which were affordable dwellings.

This low completion rate may be expected as allocated LDP sites in the Severnside area, which are in accordance with the spatial strategy, have not progressed to completion stage. It is anticipated that as these sites obtain permission and are developed the proportion of completions in the Severnside Settlements will align more closely with the

target figure of 33%. However, delivery of these sites is slower than anticipated as detailed in the analysis of strategic housing sites (Policy S3).

The completion rate is considerably lower than that recorded in last year's AMR which at 43% was above the identified target. However, this was attributable to completions on residual UDP sites which are now built out.

This indicator is considered to signal a temporary issue with the delivery of the Plan's spatial strategy, rather than an issue with the suitability or effectiveness of the strategy itself.

c) Rural Secondary Settlements

37.2% of all dwelling completions recorded during the monitoring period were in the County's rural secondary settlements. This is considerably above the identified target of 10% and as such the trigger for further investigation has been reached.

The vast majority of these completions (92%) were on windfall sites in Llanfoist – Westgate (Land off Merthyr Road) 37 dwellings and Gavenny Gate (Former Coopers Filter site) 43 dwellings. Of these, 57 were general market dwellings and 23 were affordable dwellings. The remaining completions were on small sites – 3 dwellings in Llanfoist, 3 in Raglan and 1 in Usk – all of which were general market dwellings.

The high proportion of completions on windfall sites has resulted in completions exceeding the target figure in the rural secondary settlements. However, this is not reflective of any issue with the implementation of the LDP strategy or allocations as these sites were approved under the Unitary Development Plan policy framework. The relatively high proportion of dwelling completions in the rural secondary settlements also reflects the fact that windfall sites accounted for 58% of all completions recorded in Monmouthshire over the monitoring period.

Furthermore, given that this is the second year that the LDP has been operational, allocated sites in the rural secondary settlements were not sufficiently progressed to generate completions during the current monitoring period. It is anticipated that as the aforementioned windfall sites are built out and allocated sites are developed in Raglan, Usk and Penperlleni (the latter gained planning permission during this monitoring period) the proportion of completions in these settlements will align more closely with the target figure.

The completion rate is considerably higher than that recorded in last year's AMR which at 6% was below the identified target. However, this is attributable to completions on windfall sites approved under the UDP coming forward over this monitoring period.

In view of the above, there is not considered to be any issue with the implementation of the Plan's spatial strategy in relation to dwelling completions in the rural secondary settlements. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the LDP period.

d) Rural General

14.5% of all dwellings completions recorded during the monitoring period were in the County's rural general areas which is marginally below the identified target (16%). Accordingly, the trigger for further investigation has not been reached.

As may be expected in rural settlements small sites accounted for all completions, over half of which were for conversions/change of use. As the Plan's allocated main village sites (SAH11) are developed, together with continued opportunities for small site conversions and infill development, it is anticipated that the proportion of completions in these settlements will align with the target figure of 16% over the plan period.

The completion rate is lower than that recorded in last year's AMR which at 24% was above the identified target and reflected the fact that small sites accounted for almost half of all completions in the County.

In view of this, there is not considered to be any issue with the implementation of the Plan's spatial strategy in relation to dwelling completions in the rural general areas as set out in Policy S1 and therefore no further investigation is required at present. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

Recommendation

a) No action is currently required. Continue to monitor.

b) No action is currently required in relation to the Plan's strategy. Continue to monitor, however, see comments in relation to allocated strategic housing sites (Policy S3).

c) No action is currently required. Continue to monitor.

d) No action is currently required. Continue to monitor.

*Dwelling completions and permissions are monitored in order to gain a comprehensive picture of the spatial strategy's implementation

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|---|--|---|
| Proportion of new housing development permitted in accordance with the spatial strategy Policy S1 / settlement hierarchy set out in Policy S2* | Location of new residential development should correspond to the requirements set out in the Tables to Policy S2: | Housing completions are +/- 10% of the requirements set out in the tables to Policy S2 in any 1 year | Dwelling Permissions |
| | e) Main towns 41% | | 31% |
| | f) Severnside Settlements 33% | | 10% |
| | g) Rural Secondary Settlements 10% | | 37% |
| | h) Rural General 16% | | 22% |

Analysis – Dwelling Permissions

e) Main Towns

Of the 212 dwelling units granted planning permission during the monitoring period, 31% (65 units) were in the County's main towns. Although this is 10% less than the identified LDP target, the trigger for further investigation has not been reached as this allows for a +/- 10% buffer.

Small sites accounted for the vast majority of permissions in the main towns, accounting for a total of 53 dwellings (82%) – 25 dwellings in Chepstow, 18 in Abergavenny and 10 in Monmouth. The remainder of the dwelling permissions recorded was accounted for by a windfall site in Abergavenny for 12 retirement apartments. Of note, 39 of the dwellings permitted in the main towns during the monitoring period were for general market dwellings and 26 were for affordable dwellings (18 in Abergavenny and 8 in Chepstow).

In terms of LDP allocations, the reserved matters application for the Wonastow Road site at Monmouth gained permission for 340 units (238 market, 102 affordable units) during the current monitoring period. However, this is not included in this year's monitoring figures as the outline permission was included in last year's AMR. The other LDP allocations in the main towns (Deri Farm and Coed Glas Abergavenny, Fairfield Mabey Chepstow, Tudor Road Monmouth) did not gain planning permission during the monitoring period due to a variety of factors. However, as these sites progress and obtain permission it is anticipated that the proportion of permissions in the main towns will increase in line with identified target thus ensuring improved alignment with the LDP spatial strategy. An update on the progression

of allocated sites in the main towns is provided in the strategic sites policy analysis (Policy S3).

Comparison with last year's AMR indicates a significant reduction in main town permissions, from 81% to 31%. The higher proportion achieved last year, which was considerably above the LDP target, was due to the outline permission at Wonastow Road Monmouth which accounted for 88% of main town permissions. In fact, dwelling permissions for Monmouthshire as a whole are lower than the last monitoring period (down from 519 to 212) which again is attributable to the permission obtained for the LDP strategic site at Wonastow Road.

In view of the above, there is not considered to be any significant issue with the implementation of the Plan's spatial strategy in relation to dwelling permissions granted in the main towns and therefore no further investigation is required at present. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

f) Severnside Settlements

22 (10%) of the 212 dwellings permitted during the monitoring period were in Severnside settlements which is below the identified target for this area, meaning in the trigger for further investigation has been reached.

Small sites accounted for all of the permissions recorded in the Severnside area – 9 dwellings in Caldicot, 5 in Sudbrook, 4 in Undy, 3 in Magor and 1 in Portskewett. The majority of these were for general market dwellings (17), with 5 affordable units permitted in Caldicot (comprising two 100% affordable housing sites).

The low proportion of permissions recorded in Severnside settlements is predominantly due to the fact that none of the allocated LDP sites were sufficiently progressed to acquire planning permission during the current monitoring period. There are 4 strategic housing allocations in Severnside and as these sites are advanced it is expected that the proportion of permissions in these settlements will align more closely with the target figure of 33%. This, coupled with continued opportunities for windfall/small sites, should ensure improved alignment with spatial strategy as set out in Policy S1. An update on the progression of allocated sites in Severnside is provided in the Strategic Sites policy analysis.

Of note, the proportion of permissions recorded in Severnside settlements during the current monitoring period is comparable to last year's figure of 11%. Again, this was attributable to the allocated sites not gaining planning permission which may have been expected as that was the first year that the LDP was operational.

The fact that none of the area's allocated sites have gained permission is considered to signal a temporary issue, rather than an issue with the suitability or effectiveness of the strategy itself. As indicated in the analysis of Policy S3, there is no evidence to suggest that the site allocations in Severnside are not deliverable or that their allocation needs to be reviewed. The delays in them coming forward, however, have implications for other

monitoring targets and triggers and the need for any further action is being considered in connection with those particular indicators.

The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

g) Rural Secondary Settlements

78 (37%) of all dwellings permitted during the monitoring period were in the County's rural secondary settlements which is significantly above the identified LDP target of 10%. The high proportion of permissions granted in the rural secondary settlements is a result of the permission for 65 units at the allocated LDP site at Penperlleni which accounted for the vast majority of permissions (83%). Small sites accounted for the remaining permissions in the rural secondary settlements, accounting for 13 dwellings – 7 dwellings in Llanfoist, 5 in Usk and 1 in Penperlleni. Of these permissions, 55 were for general market dwellings and 23 were for affordable dwellings. The LDP allocation at Penperlleni accounted for all of the affordable units permitted.

While it is recognised that the rural secondary settlements accounted for the highest proportion of permissions granted over the monitoring period, it is anticipated that the proportion of permissions in the County's other settlements, including the main towns and Severnside, will increase as allocated sites acquire permission thus ensuring improved alignment with the LDP spatial strategy.

The permissions recorded in the rural secondary settlements during the current monitoring period contrast to those recorded last year when these settlements accounted for just 1% of all permissions. Again, this variation is attributable to the allocated site at Penperlleni gaining permission, coupled with the lack of progress on allocated sites (which are in accordance with the spatial strategy) elsewhere in the County.

In view of the above, there is not considered to be any significant issue with the implementation of the Plan's spatial strategy in relation to dwelling permissions granted in the rural secondary settlements. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the plan period.

h) Rural General

47 (22%) of all dwellings permitted during the monitoring period were in the County's rural areas. While this is higher than the identified LDP target (16%), the trigger for further investigation has not been reached as this is within the +/- 10% buffer.

Unsurprisingly, small sites accounted for the majority of dwelling permissions recorded (68%) in a range of rural settlements throughout Monmouthshire. Many of these related to barn conversions and all were for general market housing. Permission was also granted for 15 dwellings (9 affordable, 6 general market) at one of the LDP allocated main village sites (SAH11) in Trellech.

Permissions recorded in rural areas during this monitoring period are higher than those recorded in last year's AMR (7%). This may be expected given that one of the main village site allocations acquired permission during the current monitoring period.

The LDP housing target relies upon small windfall sites and individual plots coming forward and so there is no inherent concern relating to the number of such permissions approved. It is anticipated that the progression of all LDP site allocations, including those within the County's main villages, will ensure that the proportion of permissions in rural settlements more closely reflects the identified target and enable improved alignment with the spatial strategy.

In view of the above, there is not considered to be any issue with the implementation of the Plan's spatial strategy in relation to dwelling permissions granted in the County's rural settlements. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the plan period.

| Recommendation |
|---|
| e) No action is currently required. Continue to monitor. |
| f) No action is currently required in relation to the Plan strategy. Continue to monitor, however see comments in relation to allocated housing sites later in this report. |
| g) No action is currently required. Continue to monitor. |
| h) No action is currently required. Continue to monitor. |

*Dwelling completions and permissions are monitored in order to gain a comprehensive picture of the spatial strategy's implementation

Housing Provision

Monitoring Aim/Outcome: To provide 4,500 dwelling units (including 960 affordable dwelling units) in the County over the plan period.

Strategic Policy: S2 Housing Provision

LDP Objectives Supported: 1, 3 & 4

Other LDP Policies Supported: H1-H9, SAH1-SAH11

Contextual Changes

There have been no significant contextual changes relating to this policy area over during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|--|--|
| 1. The number of additional general market and affordable dwellings built over the plan period* | Up to 488 dwellings to be built per annum 2013-2021 | 10% less or greater than the LDP strategy build rate for 2 consecutive years | 234 |
| 2. Housing land supply* | Maintain a minimum 5 year housing land supply throughout the plan period | Less than a 5 year housing land supply in any 1 year | 4.1 |
| 3. Density of housing permitted on allocated sites♦ | Meet the target densities set out in site allocation policies SAH1 to SAH10 | Planning permissions granted that do not meet these densities | SAH4: 30 dph SAH10(ii): 34 dph |

| | | | |
|--|--|--|---|
| 4. Review of Gypsy/ Traveller Accommodation Needs and Sites Study to be completed within two years of the LDP's adoption | If a need for additional site(s) is identified seek to allocate a suitable site by Spring 2017 | Identified need not met by Spring 2017 | Gypsy Traveller Accommodation Assessment Submitted to WG February 2016 |
|--|--|--|---|

Analysis

1. 234 general market and affordable dwellings were built during the monitoring period (171 general market and 63 affordable). 135 (57.7%) of these completions were on windfall sites, including the Former Forensic Science Laboratory, Chepstow and Westgate (Land off Merthyr Road) and Gavenny Gate (Former Coopers Filters) sites, Llanfoist. Small sites also accounted for a significant number of completions over this period, totalling 99 (42.3%). This figure is considerably below the target of 488 dwelling completions per annum between 2013 and 2021. This figure, coupled with the completion rate of 205 dwellings recorded during the last monitoring period, means that a total of 439 completions have been recorded since the Plan's adoption and as such the trigger for this indicator has been met.

Comparison with last year's figures indicates that completions were marginally higher over the current monitoring period. Of these, the number of affordable housing completions was significantly higher than last year while general market completions were lower.

Given that few of the LDP allocated sites have progressed to development stage, the lower than target completion rate may be expected. Moreover, as this is only the second year that the LDP has been operational, completions on LDP allocations would not necessarily be expected given the time it takes to progress sites through the planning process. However, as allocated sites obtain permission and are developed dwelling completions will undoubtedly increase over the remainder of the Plan period. Given that a number of allocated sites gained permission during this monitoring period, it is anticipated that there will be completions on these sites during next year's monitoring period. The delivery of the LDP strategic housing sites in particular will enhance the completion rate in line with the identified target.

There are numerous wider economic factors that influence housing delivery above and beyond the planning system. However, the absence of a planning permission by the end of this monitoring period on any strategic site allocation other than Wonastow Road is a matter of concern. Progress is being made on bringing these sites forward, as indicated in the analysis of Policy S3 and there is no evidence to suggest that the strategic site allocations are not deliverable or that their allocation needs to be reviewed. Where possible, the Council will seek to expedite the delivery of the existing allocated sites. Nevertheless, the slow delivery rate does seem to suggest that there may be a need for additional site allocations through a LDP revision or through a pragmatic approach to the

determination of departure applications. These matters are further considered below in relation to the housing supply indicator.

The Council will continue to monitor dwelling completion rates closely in future AMRs to determine the effectiveness of the policy framework in enabling delivering both general market and affordable dwellings.

2. The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2015-16 period demonstrates that the County had 4.1 years housing land supply (based on the residual method). The overall total land supply is 2,647 units, comprising 2,188 units on large sites and 459 units on small sites.

As indicated in the table below, this is first year since 2013-14 that the land supply has fallen below 5 years. Nevertheless, as the 2015-16 figure is 4.1 years (based on the residual methodology prescribed in TAN1), the trigger for this indicator has been met.

Where the land supply is less than 5 years, TAN1 states that local planning authorities should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part.

The fundamental reason for the shortfall in the land supply is the slower than anticipated delivery rate of the LDP allocated sites, as indicated in the analysis above and in relation to Policy S3. This suggests that there is a need for additional site allocations to increase the supply of housing land. It is considered that the most effective way of addressing this issues will be through an early review of the adopted LDP. While it is recognised that an early review would be in advance of the statutory 4 year review (due in 2018), given the importance attached to the land supply issue an early review is considered necessary. This would also assist in seeking to avoid 'planning by appeal' and ad hoc development coming forward outside the development plan system and not in accordance with the Plan's strategy.

The adoption of a pragmatic approach to the determination of residential development sites will also assist in this context (as recognised in TAN1, paragraph 6.2). That is, where sites are a departure from the LDP but are otherwise acceptable in planning terms a recommendation for approval may be considered.

The TAN1 requirement for LPAs to base the 5 year housing land calculations on the residual method is also considered to be a contributing factor to the current shortfall in the Authority's land supply. It is worth noting that, under the previous TAN1 guidance, past build rates could also be used to calculate the housing land supply. Based on past build rates over the last ten years, Monmouthshire would have a 10.8 year housing land supply. This method of calculation was retracted in the revised TAN1: the point is simply made to help illustrate that this issue is not a simple case of the LDP not delivering, it is a complex combination of rules around how land supply is measured and external economic factors affecting house building and the housing market. The Welsh Government has commissioned research into TAN1 and housing land supply and Monmouthshire took part as a case study Authority. The results of this research are

expected during the next monitoring period and may recommend changes to the way housing land availability is currently calculated, however, until such time any changes are made the current system applies.

| Study Date | Number of Years Supply |
|-------------------|-------------------------------|
| 1 April 2011-12 | 4.4 |
| 1 April 2012-13 | 3.6 |
| 1 April 2013-14 | 5.2 |
| 1 April 2014-15 | 5.0 |

3. During the monitoring period permission was granted for 65 units at the rural secondary site allocation in Penperlleni (25 Phase 1, 40 Phase 2) with a density of 33.8 dwellings per hectare. The reserved matters application for the Wonastow Road site (excluding Drewen Farm) also gained permission for 340 dwellings with a density of 30 dwellings per hectare.

The densities recorded on both sites are at or above the density target set out in the LDP (30 dph). Nevertheless, given that this is the second monitoring period and there have been limited permissions granted on allocated LDP sites, the conclusions drawn in relation to site density remain preliminary. The effectiveness of the LDP target densities will become more evident as allocated sites are progressed. The Council will therefore continue to monitor this issue closely in future AMRs.

4. The Council is committed to monitoring the accommodation needs of Gypsies and Travellers and has prepared a Gypsy Traveller Accommodation Assessment (GTAA) during the current monitoring period which was submitted to Welsh Government in February 2016. The aim of the assessment is to provide data which will identify Gypsy and Traveller pitch needs separately from wider residential demand and aspiration. A key finding of the assessment is that there is an estimated unmet need for eight pitches to 2021, based on overcrowding, unauthorised occupation and the likelihood of cultural aversion to conventional housing. As a need has been identified, a suitable site(s) will be sought by spring 2017 in accordance with the monitoring target.

In view of this, the Council intends to make provision for an appropriate site(s) to meet identified unmet need by working proactively with the Gypsy and Traveller households to establish their preference for site provision (private or Council). The findings of the GTAA process suggest that there is an aspiration within much of the Gypsy Traveller community for private site provision in Monmouthshire. The Council therefore intends to work with and support Gypsy Traveller households to identify and develop viable private sites to address the identified unmet need in accordance with the LDP policy framework. If a private site(s) cannot be achieved there may be a need to identify a public gypsy/traveller site in accordance with the LDP policy framework. However, the provision of such sites may need to be considered through the LDP review process where this cannot be dealt with through the existing policy framework. Progress on liaison with the Gypsy and Traveller community in relation to the identification/development of private sites will be reported in the next AMR.

The GTAA also recommends that the Council organises an engagement event to enable Gypsy & Traveller households to find out more about the Council's planning policies and processes to facilitate Community take-up of planning advice on development opportunities prior to future land purchases. Again, progress on this will be reported in the next AMR.

Of note, 1 planning application was received for Gypsy/Traveller accommodation in March 2016. The application is for a private gypsy site comprising of an additional 5 caravans and associated development at land in Llangeview. The application was not determined at the end of this monitoring period – the outcome will be reported in the next AMR.

LDP criteria-based policy H8 will be used to consider any applications for gypsy/traveller accommodation that arises in Monmouthshire, including the current application.

| Recommendation |
|--|
| 1. Commence an early LDP review. |
| 2. Commence an early LDP review. |
| 3. No action required at present. Continue to monitor. |
| 4. No action required at present. Continue to monitor. |

*Core Indicators

◆ Amended to delete reference to 'average' for clarification. The indicator seeks to monitor the density achieved on allocated sites, rather than average density.

Strategic Housing Sites

Monitoring Aim/Outcome: To deliver the strategic housing sites in accordance with strategic policy S3 and site allocation policies SAH1-SA7.

Strategic Policy: S3 Strategic Housing Sites

LDP Objectives Supported: 1, 3 & 4

Other LDP Policies Supported: SAH1-SA7

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|---|---|---|
| 1. The number of dwellings permitted on strategic sites as identified in Policy S3 and site allocation policies SAH1 to SAH7 | Secure /deliver housing need on the key strategic sites identified in Policy S3 and site allocation policies SAH1-SA7 during the plan period: | Planning permission is not granted by the end of 2014 for each of the strategic sites | |
| | a) Deri Farm, Abergavenny | | 0 |
| | b) Crick Road, Portskewett | | 0 |
| | c) Fairfield Mabey, Chepstow | | 0 |
| | d) Wonastow Road, Monmouth | | (340*) |
| | e) Rockfield Farm, Undy | | 0 |
| | f) Land at Vinegar Hill, Undy | | 0 |
| | g) Former Paper Mill, Sudbrook | | 0 |

| | | | |
|--|--|--|-----|
| 2. The number of dwellings completed on strategic sites as identified in Policy S3 and site allocation policies SAH1 to SAH7 | Dwelling completions in accordance with the housing trajectory for each of the strategic sites** | Dwelling completions fall below 10% of housing trajectory target for each of the strategic sites | |
| | a) Deri Farm, Abergavenny | | N/A |
| | b) Crick Road, Portskewett | | N/A |
| | c) Fairfield Mabey, Chepstow | | N/A |
| | d) Wonastow Road, Monmouth | | 0 |
| | e) Rockfield Farm, Undy | | N/A |
| | f) Land at Vinegar Hill, Undy | | N/A |
| | g) Former Paper Mill, Sudbrook | | N/A |

Analysis

1. Dwelling Permissions

In terms of allocated strategic sites, subsequent to the outline permission gained during the previous AMR period, the reserved matters application for the Wonastow Road site at Monmouth was granted permission for 340 units during the current period. No other strategic sites have gained planning permission and as such the trigger for further investigation has been met.

Given the constraints associated with some of the sites, including Deri Farm and Fairfield Mabey, the trigger date of gaining permission for all sites by the end of 2014 was perhaps rather ambitious. Failure to have obtained planning permission on any additional strategic sites by the end of the current monitoring period, however, is a matter of concern, albeit that progress is being made on bringing these sites forward as outlined in brief below.

Deri Farm, Abergavenny (SAH1):

Persimmon Homes submitted a full application for 250 residential units in November 2014. The application is yet to be determined given outstanding issues relating to site viability (affordable housing provision) and undergrounding of overhead power lines. It is anticipated that these issues will be resolved and the application progressed accordingly

during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 185 units within the Plan period with first completions in 2017/18.

Crick Road, Portskewett (SAH2):

Council owned site allocated for 285 residential units and 1 ha of serviced land for business and industrial development. A master planning consultation exercise to consider various options for the site was undertaken during the current monitoring period, although a planning application has yet to be submitted. The agreed 2015-16 JHLAS expects the site to deliver 200 units within the Plan period with first completions in 2017/18.

Fairfield Mabey, Chepstow (SAH3):

The landowner submitted an outline application (DC/2014/01290) in October 2014 for up to 600 residential units (350 to be delivered within the Plan period), commercial space including offices and workshops (Use Class B1) and small scale retail/food and drink floorspace (Use Classes A1 and A3) and multi-functional green and blue open space. The application is yet to be determined due to outstanding highways issues (Welsh Government Highways Division had a holding objection on the application for 18 months which had not been resolved during this monitoring period). The agreed 2015-16 JHLAS expects the site to deliver 200 units within the Plan period with first completions in 2018/19.

Wonastow Road, Monmouth (SAH4):

Outline permission was granted for up to 370 dwellings and 6.5 ha of employment land in December 2014. The site developers (Barratt/David Wilson and Taylor Wimpey) submitted a reserved matters application (DC/2015/00392) for 340 units which was granted permission in November 2015.

The overall LDP site allocation is for a total of 450 units. The additional units relating to this allocation are to be delivered as an extension to the site at Drewen Farm. An application for this element of the site has not yet been submitted. This part of the site is effectively land-locked until 2019 when the Taylor Wimpey development is sufficiently progressed to allow access through.

The agreed 2015-16 JHLAS expects the site to deliver 390 units within the Plan period with first completions in 2016/17.

Rockfield Farm, Undy (SAH5):

Council owned site allocated for 270 residential units and 2 ha of serviced land for business and industrial use. A master planning consultation exercise to consider various options for the site was undertaken during the current monitoring period. It is anticipated that an application will be submitted and progressed during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 195 units within the Plan period with first completions in 2017/18.

Land at Vinegar Hill, Undy (SAH6):

Site for 225 residential units, linked to the adjacent Rockfield Farm site and likely to progress in tandem. However, the developer has not submitted an application during the current monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 120 units within the Plan period with first completions in 2018/19.

Former Paper Mill, Sudbrook (SAH7):

Full planning application (DC/2015/01184) was submitted by Harrow Estates (Redrow confirmed as the developer) in October 2015 for 212 residential units (192 market and 20 affordable units). There have been a number of site viability issues associated with this application. However, it is anticipated that any such issues will be resolved and the application progressed/approved during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 115 units within the Plan period with first completions in 2017/18.

As reported in last year's AMR, a similar application, but containing no affordable housing, (DC/2014/01468) was submitted in December 2014. The applicants subsequently appealed the application on the grounds of non-determination. This appeal was being held in abeyance pending the outcome of the more recent application.

It is recognised that, with the exception of Wonastow Road, allocated strategic sites have not progressed in accordance with the identified target of obtaining planning permission by the end of 2014. Furthermore, the 2015-16 JHLAS trajectory figures demonstrate a Plan-period shortfall of 615 dwellings from the strategic sites. The limited progress of these sites means that the trigger for further investigation has been met for the second consecutive year. As stated above, progress is being made on planning applications relating to many of these sites and it is anticipated that a number of strategic sites will be progressed during the next monitoring period which will be reported accordingly. There is no evidence to suggest that these sites are not deliverable or that their allocation needs to be reviewed. The delays in them coming forward, however, have implications for other monitoring targets and triggers and the need for any further action is being considered in connection with those particular indicators.

Given the importance of delivering the strategic sites, particularly in terms of their contribution to the 5 year land supply, the Council will continue to monitor their progress closely.

The delivery of strategic sites has obvious implications for the spatial strategy. As noted in the policy analysis for Policy S1, as these sites are progressed it is anticipated that dwelling delivery will align more closely with the Plan's spatial strategy.

2. Dwelling Completions

There were no completions on allocated strategic sites during the monitoring period which is to be expected as only one such site gained permission. As progress is being made on a number of strategic site planning applications it is anticipated that dwelling completions will align with the identified JHLAS housing trajectory targets as these sites progress during the next monitoring period.

The 2014-15 JHLAS trajectory predicted the first completions on the strategic site at Wonastow Road in 2015/16. This was not achieved as issues arose in the determination of the reserved matters application and subsequent detailed implementation which prevented a start on site in the current monitoring period. These issues, however, have been resolved and will not prevent progress being made on site during the forthcoming monitoring period.

Comparison with the previous JHLAS trajectory indicates that anticipated completions had to be pushed back because of delays in sites coming forward. This has implications for other monitoring targets and triggers and the need for any further action is being considered in connection with those particular indicators. The performance of just one site has had to be assessed against this indicator in this monitoring period and there is no evidence to suggest that there are any short term problems hindering site delivery.

The Council will continue to monitor this issue closely in order to determine whether the Plan's strategic residential allocations are being delivered in accordance with the housing trajectory targets.

| |
|--|
| Recommendation |
| 1. No action required at present. Continue to monitor. |
| 2. No action required at present. Continue to monitor. |

*Wonastow Road reserved matters application (DC/2015/00392) granted 17.11.2015 for up to 340 units comprising 238 market and 102 affordable units. The outline permission for the site was included in the 2014 AMR. Target is 450 units, additional dwellings to be delivered through the Drewen Farm extension.

**2015-16 JHLAS trajectory

Affordable Housing

Monitoring Aim/Outcome: To provide 960 affordable dwelling units over the plan period

Strategic Policy: S4 Affordable Housing

LDP Objectives Supported: 1, 3 & 4

Other LDP Policies Supported: H7, SAH1-SAH11

Contextual Changes

House Prices

The recorded fluctuations in the County's average house prices since 2012 are set out in Section 3 - Contextual Information. The potential implications of average house price trends recorded over the monitoring period are assessed in relation to indicator 5 below.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|--|--|---|
| 1. The number of additional affordable dwellings built over the plan period* ¹ | Deliver 96 affordable dwellings per annum 2011-2021 (total of 960 over the plan period) | 10% less or greater than the LDP strategy build rate for 2 consecutive years | 63 |
| 2. Number of affordable dwellings secured on new housing sites | a) 35% of the total number of dwellings to be affordable on sites of 5 or more dwellings in the Main Towns and Rural Secondary Settlements identified in Policy S1 | Proportion of affordable housing achieved on development sites in each area falls below the requirement set out in Policy S4 | 34%** |
| | b) 25% of the total number of dwellings to be affordable on sites of 5 or more dwellings in the Severnside Settlements identified in Policy S1 | | N/A (No applicable applications) |

| | | | |
|---|--|---|---|
| | c) 60% of the total number of dwellings to be affordable on sites of 3 or more dwellings in the Main Villages identified in Policy S1 | | 60% |
| | d) Minor villages: sites with capacity for 4 dwellings make provision for 3 to be affordable; and sites with capacity for 3 dwellings make provision for 2 to be affordable. | | N/A (No applicable applications) |
| 3. Number of affordable dwellings permitted/built on Main Village Sites as identified in Policy SAH11 | Main Village sites to collectively deliver 20 affordable dwellings per annum 2014-2021 | 10% less or greater than the target build rate for 2 consecutive years | 15**** |
| 4. Number of affordable dwellings built through rural exception schemes | No target | None | 0 |
| 5. Affordable housing percentage target in Policy S4 | Target to reflect economic circumstances | Average house prices increase by 5% above the base price of 2012 levels sustained over 2 quarters | Refer to analysis below (5) |

Analysis

1. A total of 63 affordable dwellings were completed during the monitoring period, accounting for 27% of the total dwelling completions recorded. Almost one third of these completions were on windfall sites in Llanfoist; 13 units at Westgate and 10 units at Gavenny Gate. A further 6 units were located on the Former Forensic Science Laboratory in Chepstow. The remaining permissions all related to 100% affordable housing schemes the largest schemes of which comprised 16 completions at former domestic garages to the rear of Thornwell Road, Chepstow and 9 completions at the Former West End School

in Caldicot. Three small 100% schemes sites accounted for the remaining 9 units (Llwynu Lane, Abergavenny (6), Majors Barn, Abergavenny (2) and Sandy Lane, Caldicot (1)). While the figure is below the 96 affordable housing completions per annum required between 2013 and 2021, it is substantially higher than the last monitoring period which equated to 17 units. The increase in the completion rate coincides with the development of larger schemes such as Gavenny Gate and Westgate in Llanfoist. A further 102 units were included on the Wonastow Road Reserved Matters Scheme.

Notwithstanding this, affordable dwelling completions are significantly lower than the identified LDP target (96 per annum) with a total of 80 affordable dwelling completions recorded since the Plan's adoption. Slow progress on the implementation of LDP allocated sites, as considered above in relation to Policies S2 and S3, has meant limited delivery of affordable housing under Policy S4. As allocated sites achieve planning permission affordable housing completions would be expected to increase in line with the target. There is no specific evidence to date that demonstrates that Policy S4 itself is not operating effectively, albeit that there have been delays in determining some planning applications, particularly Sudbrook Paper Mill and Deri Farm, because of negotiations over viability issues arising from the requirements of Policy S4. These viability issues themselves directly impact on levels of affordable housing secured, however robust assessments are being undertaken to ensure the maximum potential contribution is secured.

Measures recommended in the analysis of Policy S2 above are intended to increase housing supply, which should benefit delivery of affordable housing. No specific action is required in relation to Policy S4 but the Council will continue to monitor completion rates closely in future AMRs to determine its effectiveness in delivering affordable dwellings.

2. Main Towns and Rural Secondary Settlements

The proportion of affordable dwellings permitted on sites of 5 or more units in the County's Main Towns and Rural Secondary Settlements during the monitoring period equated to 34%. This marginally missed the LDP policy target of 35%.

The findings are based on a total of 8 applications. The Wonastow Road, Monmouth scheme was the only permission included in the findings of the previous monitoring period. A Reserved Matters application was permitted for the Wonastow Road site in the current monitoring period which reduced the affordable housing provision to 102 units (equating to 30% affordable housing provision) in order to provide the type of affordable housing accommodation needed in the area and to accommodate other design-related requirements.

The second largest scheme included permission for 23 affordable units at the LDP allocation to the south of School Lane in Penperlleni (SAH10(ii)). A further 26 units were 100% affordable housing schemes in Abergavenny and Chepstow, one scheme of which related to the construction of 12 retirement apartments in Old Hereford Road, Abergavenny. This application also included 5 supported living apartments, but as these are not strictly a C3 use they have not been included within the figures.

Two applications did not include any affordable housing provision. Both schemes related to conversions, the Former Pen y Fal Chapel, Abergavenny and Tewdric House, 22 Welsh Street, Chepstow. No provision was made at the Pen Y Fal Chapel as the scheme was considered to be enabling development required in order to save the Listed Building. At Tewdric House a commuted sum was provided in lieu of any on site affordable housing, as the rooms were not considered to be of a sufficient size to meet Development Quality Requirement standards. The commuted sum did not relate to a full affordable housing contribution for the equivalent of 3 units as it was considered this would not have been viable. This is in line with Policy S4 as it notes that provision will be made subject to appropriate viability assessment.

The remainder of permissions recorded in the main towns and rural secondary settlements were for sites with a capacity of fewer than 5 units and, therefore, fell below the threshold set out in Policy S4.

It is considered that while the affordable housing provision was not met on all sites, there is clear justification for the deviation away from Policy S4. The Council will nevertheless continue to monitor this issue closely in order to determine the effectiveness of the affordable housing target identified in Policy S4 in future AMRs.

Sevenside Settlements

There were no permissions granted in the Sevenside area on sites of 5 or more units over the monitoring period. Two applications were permitted for 100% affordable housing schemes, together providing a total of 5 units. Both of these schemes were undertaken by a Registered Social Landlord (Monmouthshire Housing Association) with the specific aim of providing affordable housing in the County.

No relevant applications were determined over the monitoring period. It is therefore not possible to provide a meaningful analysis of the policy's effectiveness in relation to sites within the Sevenside area at this stage. The Council will continue to monitor such sites over the next monitoring period in order to determine the implementation of the affordable housing targets identified in S4.

Main Villages

One application was permitted over the monitoring period within the Main Villages for sites of 3 or more dwellings. This related to the allocation adjacent Trellech School (SAH11(xv)) for 15 dwellings. The permission achieved the target of 60% affordable units. A number of other Main Village Sites are also currently within the planning/pre-application system, it is therefore anticipated that these will progress during the next monitoring period.

While only one application was received over the threshold of 3 or more dwellings, the target has been met, indicating, that Policy S4 is functioning effectively in enabling the delivery of affordable housing. Conversely, it is accepted that because it only relates to one permission a meaningful analysis of the policy's effectiveness in relation to Main Village sites cannot be provided at this stage. The Council will continue to monitor this

issue closely in order to determine the effectiveness of the affordable housing target identified in Policy S4 in future AMRs.

Minor Villages

No permissions were granted during the monitoring period for small sites in Minor Villages. The Council will continue to monitor any Minor Village sites in order to determine the effectiveness of the affordable housing target identified in Policy S4.

3. One application was permitted over the monitoring period on the allocated sites identified in Policy SAH11. This related to the site adjacent Trellech School (SAH11(xv)) for 15 dwellings. The permission achieved the target of 60% affordable units (9 dwellings). Five of the units were under construction at the end of the monitoring period, it is expected that they will be completed in time for the next AMR.

In addition to the site at Trellech, two other Main Village Site applications (Shirenewton and Penallt) have been approved subject to the signing of a legal agreement (S106). A number of other Main Village Sites are also currently within the planning/pre-application system, it is therefore anticipated that these will progress during the next monitoring period.

While the target in relation to Main Villages has not been achieved, progress since the previous monitoring period is evident. It is considered that the 15 dwelling development taking place in Trellech and advancement of an additional 2 sites to S106 demonstrates that the allocated sites in the Main Villages are progressing. The Council will continue to monitor applications and completion rates closely in future AMRs to determine the effectiveness of Policy S4 in delivering affordable dwellings on the Main Village Sites.

4. There were no completions relating to rural exception schemes over the monitoring period. The single dwelling build your own affordable home site referred to in the previous AMR has progressed further but is not yet completed. No additional permissions were granted for rural exception schemes over the monitoring period. The Council will nevertheless continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to rural exception schemes.

5. The trigger for conducting additional viability testing in relation to the affordable housing targets set out in Policy S4 is an increase in average house prices of 5% or more above the 2012 base price sustained over 2 quarters.

As set out in Section 3, Land Registry data indicates that in general average house prices in Monmouthshire have increased over the current monitoring period, with the exception of quarter 2 2015 (April to June) . Subsequently, average prices in quarter 1 2016 (January to March) at £220,640 were higher than the 2012 quarter 4 baseline price (£188,640). Despite this, the trigger for further investigation has not been met. A 5% rise in the 2012 quarter 4 base price figure would equate to an increase of £9,432 and while average house prices have generally risen over the 2015-2016 monitoring period, prices have not increased by this amount continuously over 2 quarters. The largest increase recorded over the monitoring period was £5,151 between quarter 4 2015 and quarter 1 2016.

Accordingly, there has not been significant changes in average house prices to necessitate a reassessment of the viability evidence in relation to Policy S4. The Council will continue to monitor average house price trends in future AMRs in order to determine any potential implications for the effective implementation of Policy S4.

It should also be recognised, however, that house prices are just one factor that could impact on development viability. Build costs, for instance, would also have risen over the monitoring period. Whilst build costs are not specified as a LDP monitoring indicator, general viability issues will be kept under review as information comes forward on a case-by-case basis and in connection with strategic viability work for the implementation of the Community Infrastructure Levy. This will enable the Council to consider any further potential implications for the effective implementation of Policy S4.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

3. No action is required at present. Continue to monitor.

4. No action is required at present. Continue to monitor.

5. No action is required at present. Continue to monitor.

*Core Indicators

¹ Indicator and Target based on the Monmouthshire planning area and Monmouthshire LDP only.

**includes 100% affordable housing sites

***Permission granted for SAH11(xv) Land adjacent Trellech School 15 units (9 affordable/6 market units) [DC/2015/00097]

Community and Recreation Facilities

Monitoring Aim/Outcome: To retain existing community and recreation facilities and seek to develop additional facilities

Strategic Policy: S5 Community and Recreation Facilities

LDP Objectives Supported: 1 & 5

Other LDP Policies Supported: CRF1, CRF3

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|--|---|---|
| 1. Number of community and recreation facilities granted planning permission | No target* | None* | 5 |
| 2. Number of community/recreation facilities lost | Minimise the loss of community and recreation facilities | Loss of any 1 community/recreation facility in any 1 year | 0 |

Analysis

1. 5 planning applications were approved for community and recreation uses during the monitoring period. Two of the applications were for recreation use. These include an extension to the play area in the grounds of the Hood Memorial Hall in Devauden and the provision of two new play areas located within the existing amenity grassland at the Llandegfedd Visitor Centre together with a new boat store and ranger maintenance building. The new boat store is for the storage of safety boats and senior and junior club boats and equipment. However it is a replacement for existing storage containers at the site rather than additional storage provision.

There were 3 community facilities granted planning permission during the monitoring period, including a replacement comprehensive school in Monmouth. Permissions were also granted for extensions to the SNRB/SEN Unit at Overmonnow Primary School, Monmouth to extend the teaching area and to provide a covered play area within the existing playground, and for part of an existing domestic dwelling to be used as a child minding business.

There was a decrease in the number of community / recreation facilities approved over the monitoring period (5 facilities) when compared to the previous AMR (9 facilities). However on the limited evidence available there is no suggestion that the relevant Plan policies are not operating effectively. The Council will continue to monitor this indicator in future AMRs to determine the effectiveness of the policy framework relating to this issue.

2. There were no applications permitted resulting in the loss of community / recreation facilities during the monitoring period, indicating that this indicator target and monitoring outcome to minimise the loss of community and recreation facilities has been achieved. This compares favourably to last year's AMR when 3 such facilities were lost to alternative uses.

The Council will continue to monitor the loss of community / recreation facilities in future AMRs to determine the effectiveness of the policy framework relating to this issue.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

*Not considered appropriate to include a target/trigger for this indicator given that in some instances the Council is looking to reduce the amount of community facilities or to focus investment on existing facilities

Retail

Monitoring Aim/Outcome: Direct new food and non-bulky retail development to the County's town and local centres and seek to enhance their vitality, attractiveness and viability.

Strategic Policy: S6 Retail

LDP Objectives Supported: 1 & 2

Other LDP Policies Supported: RET1-RET4

Contextual Changes

Welsh Government consulted on revised TAN4 Retailing and Town Centres and Chapter 10 of PPW during September/November 2015. The updated guidance seeks to ensure that retailing and town centre policy is up-to-date and takes into account the needs, requirement and changing character of 21st century town and retailing centres, as shopping trends evolve. Revised versions of TAN4 and PPW Chapter 10 are expected to be published during the next monitoring period and an update will be provided in next AMR.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|---|---|---|
| 1. Amount of new food and non-bulky retail development permitted in town/local centres as a proportion of all retail development permitted | 90% of new food and non-bulky retail floorspace to be located in town/local centres | More than 10% of new food and non-bulky retail floorspace is developed outside town/local centres in any 1 year | 53.2% retail floorspace permitted in town/local centres* |
| 2. Percentage of vacant units within the CSA of each town and local centre** | No increase in the number of vacant units: | Vacancy rate in a town/local centre increases for 2 consecutive years | |
| | a) Abergavenny (2014: 5.1%) | | 5.8% |
| | b) Caldicot (2014: 9.2%) | | 7.6% |
| | c) Chepstow (2014: 9.0%) | | 10% |
| | d) Monmouth (2014: 8.3%) | | 7.9% |
| | e) Magor (2014: 9.1%) | | 0% |

| | | | |
|--|--|---|--------|
| | f) Raglan (2014: 0%) | | 0% |
| | g) Usk (2014: 7.8%) | | 11.1% |
| 3. Percentage of A1 uses in the primary shopping frontages of Abergavenny, Caldicot, Chepstow and Monmouth*** | % of A1 uses no less than the thresholds identified for the towns' primary shopping frontages as defined in the Primary Shopping Frontages SPG** | % figures for a primary shopping frontage fall below the threshold set out in the SPG | |
| | a) Abergavenny • PSF1 Cross St, High St, Frogmore St & 1 Nevill St (Target 75%) | | • 77% |
| | • PSF2 Cibi Walk (Target 100%) | | • 100% |
| | • PSF3 Cross St (51-60&Town Hall) (Target 55%) | | • 36% |
| | b) Caldicot • PSF4 Newport Rd (Target 65%) | | • 65% |
| | c) Chepstow • PSF5 High St (Target 75%) | | • 80% |
| | • PSF6 St Mary St (Target 65%) | | • 65% |
| | d) Monmouth • PSF7 Monnow St (Target 75%) | | • 76% |
| | • PSF8 Church St, Agincourt Sq & Priory St (1-4) (Target 65%) | | • 57% |
| Analysis | | | |
| 1. Two applications were permitted for A1 retail development over the monitoring period, one of which was for A1 retail use in Chepstow town centre (change of use from a dental surgery to A1 at ground floor and basement level 216 sq m) and the other was for a new 190 sq m A1 convenience store in an out-of-centre location at Mardy, | | | |

Abergavenny. Accordingly, 53.2% of all new retail floorspace was permitted in town/local centres and 46.8% outside town centres, meaning that the trigger for this indicator has been met. However, the permission for the out-of-centre convenience store (DC/2014/01513) does not conflict with any LDP policies. Although Policy RET4 encourages retail development within town centres, Policy S5 allows for community facilities such as local convenience shops within development boundaries subject to the appropriate retail need and impact tests. The development is therefore considered appropriate given the circumstances of the application. Furthermore, the fact that there has been a permission for A1 retail use in a town centre is considered to be an improvement on last year's performance when no such permissions were recorded.

In view of this, and given that there were only two permissions for A1 retail development, there is not considered to be any concerns with the implementation of LDP retail policies and therefore no further investigation is required at present. However, the Council will continue to monitor this issue in future AMRs to determine the effectiveness of the Plan's retail policy framework.

2. Vacancy rates recorded during the monitoring period** in all of the County's central shopping areas (CSA) were below the UK vacancy rate (12.4% March 2016, Local Data Company). The vacancy rates vary between the centres ranging from 0% in Magor and Raglan to 11.1% in Usk.

Comparison with last year's vacancy rates indicate that 3 centres have seen a fall in vacancy rates – Caldicot (9.2% to 7.6%), Monmouth (8.3% to 7.9%) and Magor (9.1% to 0%) – while Raglan maintained a vacancy rate of 0%, which suggests that these centres are performing extremely well. Conversely, 3 centres recorded a rise in vacancy rates since the previous monitoring period – Abergavenny (5.1% to 5.8%), Chepstow (9.0% to 10.0%) and Usk (7.8% to 11.1%). Nevertheless, these increases have generally been marginal and do not raise any immediate concerns with the vitality and viability of the centres. Moreover, given that all of the centres vacancy rates are in the main low and below the national average indicates that Monmouthshire's town and local centres are functioning effectively.

The trigger for further investigation is based on a 2 year period to enable consequential trends to emerge. The vacancy levels recorded during this monitoring period, together with those recorded during the last monitoring period, provide the baseline figures to enable future comparative analysis. The Council will continue to monitor vacancy levels in future AMRs to determine any trends.

3. The percentage of A1 retail uses within the towns' primary shopping frontages recorded during the monitoring period** generally accord with the thresholds identified in the Primary Shopping Frontages SPG. The identified thresholds in two of the PSFs were set at higher levels than the existing level of non-A1 retail uses because there is an aspiration to improve their retail offer i.e. PSF3 Cross Street (51-60 & Town Hall) Abergavenny and PSF8 Church Street, Agincourt Square & Priory Street (1-4) Monmouth. There has been no change in the proportion of retail uses within these frontages since last year which indicates that no progress has been made towards achieving the identified

thresholds. It is therefore important that a strong policy stance on proposals for change of use to non-retail uses in these frontages is maintained in order to address this issue.

Comparison with last year's figures indicate that the proportion of A1 uses within the towns' primary shopping frontages remain unchanged with the exception of PSF1 Cross Street, High Street, Frogmore Street & 1 Nevill Street, Abergavenny and PSF7 Monnow Street Monmouth which recorded marginal changes (+1% to 77% and -1% to 76% respectively). The former involved the change of use of an A3 unit to A1 use at 53 Frogmore Street and the latter involved the change of use of an A1 unit to A2 use at 71 Monnow Street¹, both of which were policy compliant. However, the proportion of A1 uses within both of these frontages remained above the identified target (75%) in the SPG.

In view of this, it is considered that the towns' primary shopping frontages are vital and viable and functioning well and no further investigation is required at present. The Council will continue to monitor this issue in future AMRs to determine the effectiveness of the Plan's retail policy framework.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

3. No action is required at present. Continue to monitor.

*2 planning permissions granted for retail development over the monitoring period, one in town centre and one in out-of-centre location.

**Monmouthshire Retail Background Paper (February 2016). Base date October 2015

***Monmouthshire Primary Shopping Frontages SPG, April 2016

¹ DC/2015/00040

Economy and Enterprise

Monitoring Aim/Outcome: To ensure a sufficient supply of employment land and to protect the County's employment land

Strategic Policy: S8 Enterprise and Economy, S9 Employment Sites Provision

LDP Objectives Supported: 7

Other LDP Policies Supported: E1-E3, RE1, SAE1-SAE2

Contextual Changes

There have been no significant contextual changes relating to this policy area during the current monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|---|--|---|
| 1. Net employment land supply/development♦ | Maintain sufficient employment land to meet identified take-up rate of 1.9 ha per annum | Insufficient employment land available to meet the identified take-up rate of 1.9ha per annum | 41.18 ha |
| 2. Take-up of employment land♦ | Maintain sufficient employment land to meet identified take-up rate of 1.9 ha per annum | Insufficient employment land available to meet the identified take-up rate of 1.9ha per annum | 1.131 ha |
| 3. Planning permission granted for new development (by type) on allocated employment sites as identified in Policy SAE1♦ | No specific target | Lack of development on strategic employment sites identified in Policy SAE1 by the end of 2017 | 3 planning permissions granted |

| | | | |
|---|--|--|------------------------------|
| 4. Planning permissions granted for employment use (B use classes) by settlement♦♦ | No specific target | None | |
| | Main Towns | | 0.95ha (3.72ha**) |
| | Sevenside Settlements | | 2.83ha |
| | Rural Secondary Settlements | | 0.48ha |
| | Rural General | | 0.22ha |
| 5. Planning permissions granted for employment use (B use classes♦♦) by sector* /** | No specific target | None | |
| | Manufacturing | | 0.93ha |
| | Electricity, gas, steam & air conditioning supply; water supply; sewerage, waste management and remediation | | 0.24ha |
| | Wholesale & retail trade; repair of motor vehicles and motor cycles | | 0.48ha |
| | Transport & storage; information and communication | | 2.83ha |
| | Real estate activities; Professional, scientific and technical activities; Administrative and support service activities | | (3.72ha**) |
| 6. Amount of employment land lost to non-employment uses (i.e. non-B1, B2, B8 uses) | Minimise the loss of employment land to non-B1, B2, B8 uses | Loss of any B1, B2 or B8 employment land in any 1 year | 0.56ha |
| 7. Proportion of resident workforce working within Monmouthshire | Increase the proportion of resident workforce working within Monmouthshire (2014: 54.5%) | None | 58.3% |

| | | | |
|---|--|------|---------------|
| 8. Number of people in-commuting to Monmouthshire | Reduce the level of in-commuting over the plan period (2014: 19,200) | None | 17,800 |
| Number of people out-commuting from Monmouthshire | Reduce the level of out-commuting over the plan period (2014: 19,600) | None | 18,700 |

Analysis

1. There is currently 41.18ha of employment land available across the County. This figure is lower than the previous AMR (46.8ha) accounting for development that is currently in progress on the SAE1 allocations at Quaypoint, Magor (SAE1b) and Westgate, Llanfoist (SAE1d).

Sufficient employment land has therefore been maintained over the monitoring period providing the opportunity to meet the identified take-up rate of 1.9ha per annum. Policies S8 and S9 are functioning effectively in this respect.

2. While sufficient land is available across the County, the take-up rate of employment land (i.e. completed developments) was limited to 1.131ha over the monitoring period. This was wholly attributed to take-up on protected employment sites (SAE2). A large proportion of this (0.82ha) related to the completion of two B2 industrial units on the Newhouse Farm Industrial Estate in Chepstow. Additional development was also undertaken at Magor Brewery (0.29ha) to assist in their expansion plans.

While take-up appears low it has increased markedly in comparison to the 0.38ha recorded in the previous AMR. Sufficient employment land is available, a large proportion of which is located in Magor, along the M4 corridor providing a prime opportunity to secure investment. The take-up figure is likely to increase substantially in the next monitoring period due to the development currently underway at the Quaypoint, Magor and Westgate, Llanfoist along with the Reserved Matters permission granted at Wonastow Road, Monmouth.

The trigger for further investigation relates to the total amount of land supply rather than take-up rates, this indicator will nevertheless be closely monitored in future AMRs to determine the effectiveness of the policy framework relating to employment land.

3. Three applications for planning permission were granted on allocated sites identified in Policy SAE1 during the monitoring period. A total of 2.54ha was granted at Quaypoint, Magor (SAE1b) for a storage and distribution warehouse (Use Class B8) along with associated works to assist in the extension of the existing brewery which is a key employer in the region. The remaining two applications approved related to development at Westgate, Llanfoist for a Costa Coffee unit and a drive-thru McDonald's restaurant

equating to an area of 0.56 hectares and while not strictly speaking a traditional employment use the restaurant alone has a job potential of 45 full time equivalent jobs.

While it does not relate to an allocated SAE1 employment site, a Reserved Matters application was approved in this monitoring period for 3.7 hectares at the Wonastow Road, Monmouth Strategic Mixed Use site, following an outline permission for 6.5 hectares that was granted in the previous monitoring period.

There has been some progress on the delivery of strategic employment sites over the monitoring period, particularly when compared to the previous AMR where no applications were approved. The Council will nevertheless continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to the delivery of strategic employment sites.

4. This indicator seeks to monitor the amount of employment floorspace for B use classes permitted by settlement in Monmouthshire. 11 applications were approved for such employment uses during the monitoring period, totalling 4.48 hectares. Of these, 1 permission was on an identified business and industrial site (SAE1b) totalling 2.54 hectares, 3 permissions were on protected employment sites (SAE2 sites) totalling 0.93 hectares and 7 permissions were on non-allocated employment land totalling 1.01 hectares.

Permission was also granted for 3.72 hectares of land at the LDP strategic mixed-use site at Wonastow Road Monmouth (B1 & B8 commercial floorspace, storage yard, and parking). However as the outline permission for 6.5 ha of employment land at this site was included in the 2014 AMR this is not included in the current figures to avoid double counting. It is, nevertheless, important to recognise that this part of the site has acquired planning permission.

The Severnside settlement of Magor accounted for the majority of B use class employment floorspace granted planning permission over the monitoring period. This totalled 2.83 hectares all of which was at Magor Brewery, comprising 2.54 hectares on the identified business and industrial part of the site SAE1b (B8 storage and distribution warehouse) with a further 0.29 hectares at the protected employment part of the site SAE2o (B8 storage yard). Employment permissions (B use class) totalled 0.95 hectares in Abergavenny comprising a B2 small recycling depot Former Gas Works (SAE2c), B1 workshops at Neville Street, B2 extension to existing factory at Cranberry Foods (SAE2y) and B1 increased footprint of an industrial unit at Nantgavenny Lane. There were also 2 permissions for B use class employment in the rural secondary settlement of Raglan, totalling 0.48 hectares (B1 extension of existing workshop at APS Automotive and B2 change of use to an agricultural vehicle repair garage/agricultural vehicle sales area at High House Farm). A further 3 permissions were recorded in the rural settlements of Penallt (B1 workshop), Llanishen (B2 blacksmiths workshop) and Llanbadoc (B2 Change of use to vehicle storage and maintenance workshop) totalling 0.22 hectares.

Although there is no specific target relating to this indicator, the Council is keen to monitor employment permissions for B uses in the County. The amount of employment floorspace

permitted during this monitoring period, coupled with that permitted in 2014, has further enhanced the amount of employment land in the County. The Council will continue to monitor this issue in future AMRs.

While indicators 4 and 5 of this section relate to B use classes, it is useful to note that a number of permissions were granted for other employment generating uses (i.e. non-B uses) during the monitoring period, totalling 1.37 hectares, demonstrating that there are a range of other employment generating sectors coming forward. These included A1/A3 uses at the identified business and industrial site (SAE1d) at Westgate Business Park, Llanfoist for Costa Coffee (0.24 hectares) and McDonalds drive-thru (0.32 hectares), a small walkers' café at Llanddewi Skirrid (0.04 hectares), a hotel at Monmouth (C1, 0.42 hectares) and various sui generis proposals (0.35 hectares) including veterinary surgeries at Caldicot and Raglan.

5. This indicator seeks to monitor the amount of employment floorspace for B use classes permitted by sector in Monmouthshire. The majority of such employment floorspace permitted during the monitoring period was for B8 uses (2.83 hectares), followed by B2 uses (1.22 hectares) and B1 uses (0.43 hectares). This contrasts to last year's AMR when B1 uses accounted for the majority of employment floorspace permitted.

The permission at the mixed-use allocation at Wonastow Road is for a mix of B1 & B8 uses (3.72 hectares). However, as the outline permissions for 6.5 hectares of employment land at this site was included in the 2014 AMR this is not included in the current figures to avoid double counting. It is, nevertheless, important to recognise that this part of the site has acquired planning permission.

Turning more specifically to employment sectors, based on the UK Standard Industrial Classification (SIC) 2007 the employment permissions for B uses recorded over the monitoring period were in the following sectors:

- Manufacturing (0.93 hectares)
- Wholesale and retail trade; repair of motor vehicles/motor cycles (0.48 hectares)
- Transport and storage; information and communication (2.83 hectares)
- Electricity, gas, steam & air conditioning supply; water supply; sewerage, waste management and remediation (0.24 hectares)

In addition to the above, the permission at the Wonastow Road site (3.72 hectares) falls within the real estate; professional, scientific and technical activities; administrative and support service activities sector.

The data indicates that while the transport/storage and information/communication sector accounted for just 2 permissions, it accounted for the majority of employment floorspace (63.2%) granted permission during the monitoring period. This may be expected as transport/storage uses typically have significant floorspace requirements. The manufacturing sector accounted for the majority of permissions (6) and for a fifth of floorspace permitted (20.7%). There were a further 2 permissions in the wholesale and retail trade, repair of motor vehicles/motor cycles sector which accounted for 10.7% of employment floorspace permitted and 1 permission in the electricity, gas, steam & air

conditioning supply; water supply; sewerage, waste management and remediation sector (5.4% of employment floorspace permitted).

Comparable to last year's AMR, the manufacturing and transport/storage and information/communication sectors continued to account for the majority of employment permissions, albeit that the latter sector accounted for a higher proportion of floorspace permitted.

While there is no specific target relating to this indicator the Council monitors employment sectors coming forward in the County. This will assist in determining whether the Council's ambitions for growing identified key economic sectors, including knowledge intensive/high technology enterprises, are being achieved. As this is only the second monitoring period the conclusions drawn remain preliminary and the Council will continue to monitor this issue in future AMRs.

As noted above, a number of permissions were granted for other employment generating uses (i.e. non-B uses) during the monitoring period. In terms of employment sectors, it is useful to recognise that these were in different sectors to the B use class permissions identified above:

- Real estate, professional, scientific and technical activities, administrative and support service activities sector (0.33 hectares),
- Arts, entertainment and recreation, other service activities sector (0.02 hectares)
- Accommodation and food service activities (1.02 hectares).

This demonstrates that there are a range of other employment generating sectors coming forward in Monmouthshire.

6. 3 applications involving the loss of employment land were approved during the monitoring period, 2 of which related to a Costa Coffee unit and a drive-thru McDonald's restaurant at an identified business and industrial sites at Westgate Business Park, Llanfoist (SAE1d) (allocated for B1 and B2 uses). Although these are not traditional B use classes the proposals were considered to be acceptable on retail policy grounds in that potential impacts on the vitality and viability of Abergavenny town centre were considered to be minimal and there were no sequentially preferable sites. Furthermore it was considered that the proposals would generate employment opportunities and would not prejudice the Council's aspirations for the wider employment allocation. It was also noted that the site forms part of a wider 'commercial' development approved under outline consent in October 2010.

The other proposal granted permission was for an extension of the Aldi car park on a protected employment site at Mill Street Abergavenny (SAE2a). Given that the site was used for informal parking associated with the garage, it was considered that there would be no adverse impact on the viability of the garage. Furthermore, there was considered to be a need for additional parking at the Aldi store. The proposal was also deemed to enhance the character and appearance of the Conservation Area. On balance, therefore, the proposal was determined to be acceptable in principle.

Given that 3 proposals relating to the loss of allocated employment land were granted permission over the monitoring period, the trigger for this indicator has been met. However, as evidenced, the loss of the land is justified within the context and requirements of the LDP policy framework. It does not indicate any issue with the implementation of LDP policies and therefore no further investigation is required at present. The Council will continue to monitor such proposals in future AMRs to determine the effectiveness of the policy framework relating to this matter.

7. The 2015 Welsh Government Commuting Statistics indicate that 58.3% of the County's residents work in the area. Although less than the Welsh average of 69.4%, this is an improvement of last year's figure of 54.5%. This suggests that there has been some progress in meeting the aspiration to increase the proportion of resident workforce working within Monmouthshire over the Plan period. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution.

8. According to the 2015 Welsh Government Commuting Statistics, Monmouthshire has a net outflow of 900 commuters – with 17,800 commuting into the Authority to work and 18,700 commuting out. There was significant in-commuting from Torfaen (3,000), Newport (2,900), Blaenau Gwent (2,800) and from outside Wales (8,000). The main areas for out-commuting were Newport (3,900), Bristol (3,400), Cardiff (2,500) and Torfaen (2,100), with a further 6,400 commuting to other areas outside Wales. The high proportion of commuting to/from areas outside of Wales clearly reflects Monmouthshire's location as a border authority.

There is an aspiration to reduce levels of both in-commuting and out-commuting recorded in Monmouthshire over the Plan period. While levels of both in and out-commuting have fallen since the last monitoring period, the net outflow of commuters has increased to 900 (from 400). This suggests that the level of out-commuting has increased over the past year. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution.

Recommendation

1. No action required at present. Continue to monitor.

2. No action required at present. Continue to monitor.

3. No action required at present. Continue to monitor.

4. No action required at present. Continue to monitor.

5. No action required at present. Continue to monitor.

6. No action required at present. Continue to monitor.

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| 7. No action required at present. Continue to monitor. |
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| 8. No action required at present. Continue to monitor. |
|--|

*UK Standard Industrial Classification (SIC) 2007. Only includes those sectors for which planning permission has been granted over the monitoring period. For a full list of sectors refer to the SIC 2007.

◆Data Source: Monmouthshire Employment Land Background Paper for the period April 2015-March 2016

**Planning permission granted for 3.72ha of land on the SAH4 Wonastow Road allocation for a B1/B8 use in March 2016. However as the outline permission for 6.5 ha of employment land at this site was included in the 2014 AMR this is not included in the 2015 AMR figures in order to avoid double counting.

◆◆Amended to clarify that these indicators monitor B use classes only.

Rural Enterprise

Monitoring Aim/Outcome: Encourage diversification of the rural economy

Strategic Policy: S10 Rural Enterprise

LDP Objectives Supported: 1, 3, 5, 7 & 14

Other LDP Policies Supported: RE1-RE6

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|-----------|-----------------------------------|---|
| 1. Number of rural diversification and rural enterprise schemes* approved | No target | None | 10 |

Analysis

1. A total of 10 applications relating to rural enterprise/diversification were approved during the monitoring period. 6 of the applications were approved as rural enterprise schemes. While 3 of these schemes related to new build they were justified as they all related to the rural economy, one of which related to the construction of a veterinary surgery on a site opposite the newly built Cattle Market. The additional two schemes related to the erection of a blacksmiths workshop to support an equine business and the extension of an established kennel business. Two other rural enterprise applications related in the main to the conversion of existing buildings that were not linked to agriculture previously. A scheme for a wedding venue was approved between Mathern and Chepstow, this included 8 guest bedrooms and would consequently offer benefits to additional accommodation providers in nearby areas. The conversion of part of a forestry building near Penallt was approved for a related use accommodating an office and workshop to facilitate wood working. It was found to be a sustainable modest business use that would support the local economy while at the same time helping to manage woodland areas. The remaining application was for the completion of an approved domestic garage scheme and conversion to a walkers' café near the Skirrid.

The remaining 4 applications related to agricultural diversification. Two related to the conversion of agricultural buildings, each of which were located near Raglan. These conversions will have very different uses as one relates to an agricultural vehicle repair

garage and the other to a family activity use. The final two agricultural diversification applications related to an extended car park at an established rural skills centre and an internal manège to be used in association with existing eco-activities at a farm.

There was an increase in the amount of rural diversification and rural enterprise schemes approved over the monitoring period (10 schemes) when compared to the previous AMR (7 schemes), suggesting that Strategic Policy S10 and supporting development management policies are operating effectively. The Council will continue to monitor this indicator in future AMRs to determine the effectiveness of the policy framework in relation to the diversification of the rural economy.

Recommendation

1. No action is required at present. Continue to monitor.

*Rural Enterprise Schemes as listed here do not constitute those that require special justification as defined by TAN6

Visitor Economy

Monitoring Aim/Outcome: Encourage high quality sustainable tourism

Strategic Policy: S11 Visitor Economy

LDP Objectives Supported: 1, 3, 5 & 7

Other LDP Policies Supported: T1-T3, RE6, SAT1

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|--|---|
| 1. Number of tourism schemes approved <i>(includes extensions/conversions and new build)</i> | No target | None | 10 tourism schemes approved* |
| 2. Number of tourism facilities lost through development, change of use or demolition | Minimise the loss of tourism facilities | Loss of any 1 tourism facility in any 1 year | 0 tourism facilities lost |

Analysis

1. 10 applications were approved for tourism uses during the monitoring period, 8 of which were for tourist accommodation facilities. These included 6 holiday lets (all conversions) in various settlements**, an extension to an existing holiday lodge site at St Pierre Country Park for 5 lodges and a new build 60 bed hotel in Monmouth (Premier Inn). Collectively, these provide over 70 new bed spaces and will provide a further boost to the visitor accommodation available in Monmouthshire. A further two applications were approved for other tourism related uses, namely a walkers' café at Llandewi Skirrid and new play area at Llandegfedd Visitor Centre. The number of tourism facilities approved is comparable to those approved during the last monitoring period which indicates that the LDP tourism policy framework is operating to enable tourism development in the County.

It is also worth noting that a temporary application was permitted during the monitoring period for an outdoor leisure venue at Castle Meadows, Abergavenny to enable the County to host the National Eisteddfodd in July/August 2016.

The number of tourist facilities approved over the monitoring period suggests that the relevant Plan policies are operating effectively allowing such developments to take place in Monmouthshire. In response to an increasing number of enquiries regarding new forms of visitor accommodation including yurts, tepees and wooden pods i.e. glamping, an officer working group has reviewed the LDP policies to ensure that they support this growing area of sustainable tourism. The findings of this work will be reported back to the Council's Economy and Development Select Committee and the Council will prepare SPG during the next monitoring period to provide clarification on the interpretation/implementation of the existing policy framework in relation to such proposals.

The Council will continue to monitor tourism applications closely in future AMRs to determine the effectiveness of the policy framework relating to the provision of tourist facilities.

2. There were no applications permitted relating to the loss of tourism facilities during the monitoring period, indicating that this indicator target and monitoring outcome to minimise the loss of tourist facilities has been achieved. This also compares favourably to last year's AMR when 5 such facilities were lost to alternative uses.

The Council will continue to monitor the loss of tourist facilities in future AMRs to determine the effectiveness of the policy framework relating to this issue, given the importance of tourism to the County's economy.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

*Predominantly visitor accommodation: 6 self-catering holiday lets (conversions); Holiday lodges (5); 1 hotel – collectively these provide over 70 bed spaces. Also 2 visitor facilities (café and play area).

**Tintern, Tregare, Grosmont, Cwmcarvan, Mamhilad and Magor.

Efficient Resource Use and Flood Risk

Monitoring Aim/Outcome: To ensure development accords with the principles of sustainable development

Strategic Policy: S12 Efficient Resource Use and Flood Risk

LDP Objectives Supported: 1, 8, 9, 10 & 11

Other LDP Policies Supported: SD1-SD4

Contextual Changes

TAN12 has been updated to reflect the amendments to the requirements for Design and Access Statements. The updated TAN also incorporates the Energy Hierarchy from the Energy Efficiency Strategy for Wales and provides reference to Building for Life 12 Wales. The changes do not result in a requirement to make modifications to LDP policies.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|--|--|---|
| 1. Proportion of development on brownfield land as a percentage of all development permitted <i>(excludes householder, change of use and agricultural buildings)</i> | Increase proportion of development on brownfield land | No increase in proportion of development on brownfield land for 2 consecutive years <i>(2014-15: 28% /17.3ha)</i> | 16.8% 10.51 ha |
| 2. Amount of development (by TAN15 category) permitted in C1 and C2 floodplain areas not meeting all TAN15 tests | All developments to be compliant with TAN15 requirements | Planning permission is granted contrary to TAN15 requirements | 0 |
| 3. Number of new developments permitted that incorporate on-site renewable energy generation* | Increase in the number of new developments permitted incorporating | No annual increase | 8 |

| | | | |
|--|--|--------------------|------------|
| | renewable energy generation | | |
| 4. Number of new developments completed that incorporate on-site renewable energy generation | Increase in the number of new developments completed incorporating renewable energy generation | No annual increase | 4** |

Analysis

1. A total of 62.7 hectares of development was permitted over the monitoring period, 10.51ha of which was located on brownfield sites. This equated to 16.8% of all development (excluding householder, change of use and agricultural buildings) as being permitted on brownfield land. It is recognised that Monmouthshire has limited opportunities for development on such land. A large proportion of the brownfield development permitted (approximately 65% of the total) related to housing plots in existing residential curtilage/garden areas. The other permissions on brownfield sites varied from developments on employment land and on former domestic garage sites to solar PV panels at an existing rural business.

The amount of development permitted on brownfield sites is lower than in the last AMR monitoring period. The trigger for further investigation relates to no increase in the proportion of development on brownfield land for two consecutive years. Accordingly, it will be important to monitor this indicator in the next AMR in order to ascertain whether the target of increasing the proportion of development on brownfield land is being met over a two year period.

2. No applications have been granted planning permission contrary to TAN15 requirements in either Zone C1 or C2 floodplain over the monitoring period. Policy S12 is consequently functioning effectively in this respect. The Council will continue to monitor this indicator to determine the effectiveness of the policy framework relating to this issue.

3. Eight applications were approved over the monitoring period for on-site renewable energy generation. One of the schemes related to a biomass boiler plant to support an established Hotel/Restaurant in Skenfrith, in order to provide the business with a sustainable source of heating. The additional seven schemes related to solar development. Three of which were for small scale solar power while the remaining four are considered to be solar farms. Of the solar farms a 2MW scheme has been permitted in Trostrey and two are located in the South of the County in Magor and Sudbrook. These are both 5MW schemes and will each provide sufficient energy to support approximately 1500 homes over 25 years. The final scheme was allowed on appeal and related to a 7.9MW Solar Farm on agricultural land near Shirenewton. This will provide the equivalent energy to that used by some 2000 households per annum.

The previous AMR had a total of two schemes. There has therefore been a substantial increase in the number of schemes permitted over the monitoring period compared to the previous year. This suggests that Strategic Policy S12 and its supporting policies are operating effectively in respect of provision of renewable energy. The Council will nevertheless continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to efficient resource use.

4. At the time of the last AMR there were no completions incorporating on-site renewable energy generation. This was to be expected as it was based on permissions approved during the previous monitoring period. Of the two applications approved in the previous AMR the biomass scheme is now operational. However development is yet to commence on the solar scheme. In addition to this a number of schemes permitted in the current monitoring period have however been completed and are operational. One of the small scale solar schemes has been constructed. The 5MW Solar Farm in Sudbrook is also operational. The biomass plant approved in Skenfrith has also been completed.

The completion and operation of 4 schemes suggests that Strategic Policy S12 and its supporting policies are operating effectively in respect of provision and completion of renewable energy. However, it has been clear that one of the greatest influences on renewable energy development was the Feed in Tariff (FIT), and noticeably fewer schemes are progressing since the FITs were reduced. The Council will nevertheless continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to efficient resource use.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

3. No action is required at present. Continue to monitor.

4. No action is required at present. Continue to monitor.

*Additional monitoring indicator included in the monitoring framework in order to identify schemes in 4.

**Based on applications granted permission for on-site renewable energy since LDP adoption

Landscape, Green Infrastructure and the Natural Environment

Monitoring Aim/Outcome: To protect open space and sites of acknowledged nature conservation and landscape importance

Strategic Policy: S13 Landscape, Green Infrastructure and the Natural Environment

LDP Objectives Supported: 8

Other LDP Policies Supported: LC1-LC6, GI1 & NE1

Contextual Changes

There have been no significant contextual changes relating to this policy area over the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|--|---|
| 1. Amount of Greenfield land lost to development which is not allocated in the development plan <i>(includes new built development – housing, employment but excludes agricultural buildings)</i> | Minimise the loss of non-allocated Greenfield land | Any loss of non-allocated Greenfield land in any 1 year | 44.6ha |
| 2. Amount of public open space / playing fields lost to development which is not allocated in the development plan | Minimise the loss of open space / playing fields to development that is not allocated in the development plan | Any loss of open space due to development, not allocated in the development plan in any 1 year | 0.76ha |
| 3. Change in areas and populations of biodiversity importance due to development – including change in priority habitats and species / change in designated areas | As a minimum development causes no net loss of biodiversity of acknowledged importance | A recorded net loss in areas and populations of biodiversity importance due to development | Data not available |

| | | | |
|---|--|--|---------------------------|
| 4. Developments permitted / completed that are within internationally / nationally important nature conservation areas* | None adversely affected | Recorded damage or fragmentation of designated sites / habitats | 0 |
| 5. Developments granted permission that cause harm to the overall nature conservation value of locally designated sites | Minimise developments that would cause harm to the overall nature conservation value of locally designated sites | 1 or 2 developments result in overall harm for 2 consecutive years, or 3 or more developments result in harm in any 1 year | Data not available |
| 6. Number of new developments delivering habitat creation and restoration | Increase number of new developments delivering habitat creation / restoration | None | 1 |
| 7. Sample of planning applications granted with the potential for significant landscape implications | All development to contribute to high quality well designed environment | Monitoring results are negative | Data not available |

Analysis

1. Over the monitoring period 44 permissions were granted on greenfield land which is not allocated for development in the LDP, totalling 44.6 hectares. This is significantly higher than the amount of non-allocated greenfield land permitted during the last monitoring period (26 hectares). This is predominantly due to the increase in larger scale renewable energy schemes permitted during the current monitoring period. Indeed, renewable energy schemes (solar PV arrays) accounted for the vast majority of non-allocated greenfield land permitted at 39.26 hectares (88%). These permissions (5) ranged from a small domestic solar array to solar farms, the largest of which being 17.76 hectares in Shirenewton. Whilst a significant area of non-allocated greenfield land is covered by these permissions, they were considered acceptable in principle as they will provide a form of renewable energy and justified on policy grounds. Fundamentally, these schemes relate to a temporary use of agricultural land; the land to be restored to its former status (typically after 25 years) and can continue to be grazed with the solar panels in situ.

The remaining 5.34 hectares of non-allocated greenfield land permitted over the monitoring period related to a range of uses. 10 permissions were for residential development (total 1.3 hectares) – these ranged from extensions to residential curtilages

to new dwellings which were considered acceptable in policy terms. 'Horsiculture' activities, including stables and riding arenas, accounted for a further 11 permissions (total 1.39 hectares) – these were considered to be an appropriate use of land in rural areas and comply with the LDP policy framework. There were also 3 permissions relating to rural diversification/enterprise (total 0.5 hectares) which were considered appropriate in policy terms, particularly in supporting rural businesses. Other proposals permitted included tourism, community uses, employment and ancillary development (0.52, 0.05, 0.1 and 0.68 hectares respectively), which were again considered to accord with LDP policies.

While the monitoring data indicates that there has been a loss of non-allocated greenfield land over the monitoring period due to the aforementioned permissions and subsequently the trigger for this indicator has been met, the loss is justified within the context and requirements of the LDP policy framework as evidenced above. It does not indicate any issue with the implementation of LDP policies and therefore no further investigation is required at present. The Council will continue to monitor such proposals in future AMRs to determine the effectiveness of the policy framework relating to this issue.

2. During the monitoring period 3 permissions were granted on areas of open space not allocated for development in the LDP, totalling 0.76 hectares. A proposal for a car park at Rockfield Road, Monmouth accounted for the majority this (0.53 hectares). Although designated as an area of amenity importance in the LDP under policy DES2, it was considered that the loss of this area would not be contrary to the criteria of policy DES2 and would not adversely impact on the Monmouth Conservation Area. Furthermore, it was considered that the provision of a car park in this area would take some pressure off the town centre car parks and help ease congestion within the town centre networks which would benefit the town centre in general terms.

The other two permissions resulting in the loss of non-allocated open space relate to residential development – 12 retirement apartments/5 supported living apartments at Old Hereford Road, Abergavenny (0.22 hectares) and a residential curtilage in Caldicot (0.01 hectares). With regard to the retirement apartments, the land is not afforded specific designation within the LDP as an area of amenity importance under policy DES2 and as the land was let out under licence to individual property owners in adjoining houses to extend their garden areas policies S5 and CRF3 (safeguarding existing open space) were not considered to be relevant. The principle of development was considered acceptable as the site is within the town development boundary and there is a proven local need for the type of accommodation proposed. The other permission relates to the change of use of a small area of unused Council land to residential curtilage. The area is not designated as amenity open space under policy DES2, is not used for a specific purpose and given compliance with other LDP policies the proposal was considered acceptable.

While the monitoring data indicates that there has been a loss of non-allocated open space during the monitoring period due to the aforementioned permissions and subsequently the trigger for this indicator has been met, the loss is justified within the context and requirements of the LDP policy framework as evidenced above. It does not

indicate any issue with the implementation of LDP policies and therefore no further investigation is required at present. The Council will continue to monitor such proposals in future AMRs to determine the effectiveness of the policy framework relating to this issue.

3. Given the difficulty of effectively measuring and monitoring this information, this indicator will be deleted from the LDP monitoring framework and excluded from subsequent AMRs.

4. There were no developments permitted or completed within internationally / nationally important nature conservation areas during the monitoring period, suggesting that the indicator target and monitoring outcome to protect such designated sites has been achieved.

This indicates that the policy framework relating to nature conservation is functioning effectively in protecting nature conservation sites of international /national importance. The Council will continue to monitor permission and completions within these nature conservation sites to determine the effectiveness of the policy framework relating to this matter.

5. Unable to monitor as this information is not currently available. The potential for monitoring this indicator for the 2016-2017 period will be given further consideration in the next AMR.

6. One application related to the construction of two wildlife ponds in a small field behind a dwelling in Maryland, near Trellech. Despite the site being located within the Wye Valley AONB, the ponds will enhance wildlife interests in the locality and will have an acceptable impact on the rural landscape.

While only one application is included, it is likely other schemes approved over the monitoring period will help restore habitat through improved Green Infrastructure networks. Although there is no trigger for further investigation in relation to this indicator, the Council will continue to monitor the issue in future AMRs to determine the effectiveness of the policy framework in relation to Landscape, Green Infrastructure and the Natural Environment.

7. Given the difficulty of effectively measuring and monitoring this information, this indicator will be deleted from the LDP monitoring framework and excluded from subsequent AMRs.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

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|---|
| 3. Delete indicator. |
| 4. No action is required at present. Continue to monitor. |
| 5. Seek a way forward in order to monitor this issue effectively in the next monitoring period. |
| 6. No action is required at present. Continue to monitor. |
| 7. Delete indicator. |

*Indicator has been amended in line with the SA indicator for ease of data collection

Waste

Monitoring Aim/Outcome: Meet the County's contribution to local waste facilities

Strategic Policy: S14 Waste

LDP Objectives Supported: 12

Other LDP Policies Supported: W1-W6, SAW1

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|--|---|---|---|
| 1. Amount of waste management capacity permitted expressed as a percentage of the total capacity required as identified in the Regional Waste Plan | Aim to provide between 2.2 and 5.6 hectares for new in-building waste management facilities located on appropriate B2 employment sites over the plan period | Amount of B2 employment land falls below 5.6 ha | Waste capacity permitted 0.24ha (i.e. 11% of 2.2 ha to 4% of 5.6 ha) Identified potential waste management sites 26.86ha |

Analysis

1. One application related to a waste management facility over the monitoring period. This related to a small recycling depot/storage facility on a former gas works in Abergavenny on a site of 0.24ha. The proposal relates only to small scale bulky household waste recycling of a maximum of 400 tonnes municipal waste. Progress is continuing to be made, therefore, in meeting the required provision of between 2.2 and 5.6 ha during the Plan period. There has been a reduction in the amount of land available for potential waste management sites (i.e. B2 employment sites and existing waste disposal or management sites) from the 35.4ha identified in the LDP to 26.86ha (due to the take up of some B2 employment land at Quaypoint, Magor and Westgate, Llanfoist). There remains, therefore, ample land available for potential waste management sites in relation to the maximum requirement of 5.6ha.

| Recommendation |
|---|
| 1. No action is required at present. Continue to monitor. |

Minerals

Monitoring Aim/Outcome: Safeguard areas of aggregates resources

Strategic Policy: S15 Minerals

LDP Objectives Supported: 12

Other LDP Policies Supported: M1-M3

Contextual Changes

Planning Policy Wales (PPW) (Edition 8, January 2015)

Chapter 14 Minerals. This new Chapter integrates into PPW the Welsh Government's planning policies for minerals development which were previously set out in Minerals Planning Policy Wales (2001). No changes to existing policy have been made as part of this integration exercise and Minerals Planning Policy Wales has been cancelled as a result. These changes do not result in a requirement to make modifications to current LDP policies.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|--|--|---|
| 1. Extent of primary land-won aggregates resources as a percentage of total capacity identified in the Regional Technical Statement* | A minimum land bank of 10 years to be maintained | 10 years land bank is not maintained | 0 |
| 2. Number of permitted permanent non-mineral developments on safeguarded sites that do not comply with Policy M2** | Minimise the number of permanent non-mineral developments on safeguarded sites | If any such developments are permitted | 0 |
| Analysis | | | |
| 1. No land-based minerals extraction took place in the County during the monitoring period. There has, therefore, been no reduction in the land bank, which relies on the reserves available at Ifton Quarry, Rogiet. This quarry has not been worked for some time but has the benefit of an existing planning permission. Given the importance of maintaining a 10 year land bank the Council will continue to monitor this issue closely in future AMRs. | | | |

2. There were no permissions for permanent non-mineral developments on safeguarded sites that did not comply with Policy M2 during the monitoring period.

This indicates that Policy M2 is being implemented effectively and no further investigation is required at present. The Council will continue to monitor this issue in future AMRs to determine the effectiveness of the policy framework relating to this issue.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

*Additional Indicators LDP Manual

**Indicator amended to include reference to Policy M2 for clarification

Transport

Monitoring Aim/Outcome: To increase sustainable forms of transport and ensure that all development meets sustainable transport planning principles

Strategic Policy: S16 Transport

LDP Objectives Supported: 1-6, 9 & 13

Other LDP Policies Supported: MV1-MV10

Contextual Changes

There have been no significant contextual changes relating to this policy area over the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|---|--|
| 1. Number of improvements to transport secured through S106 agreements | No target | None | 3 S106 agreements delivering transport improvements |
| 2. Progression of Local Transport Plan* (LTP) schemes detailed in Policy MV10 in accordance with the LTP delivery timetable | LTP proposals implemented in accordance with the LTP delivery timetable | LTP proposals detailed in Policy MV10 are not being implemented in accordance with the LTP delivery timetable | Progression detailed in analysis below |

Analysis

1. The following transport improvements have been secured through S106 agreements over the monitoring period:
- Land south School Lane, Penperlleni (Phase 1):
Improvements to Goytre Arms crossroads (£40,000)
Green Travel Plan/ pedestrian improvements within the vicinity (£923 per dwelling, total £36,920).

- Land south School Lane, Penperlleni (Phase 2):
Green Travel Plan / pedestrian improvements within the vicinity (£923 per dwelling, total £23,061)
- Land at Monmouth Road/ Greenway Lane, Trellech:
Construction of pavements to connect the car park land to Trellech Primary School (£6,500)

As indicated above, a number of transport improvements have been secured via S106 agreements all of which relate to residential development. Two of the three S106 agreements relate to the LDP allocation at Penperlleni. In accordance with the LDP transport policy framework, the improvements seek to encourage sustainable forms of transport and ensure the developments meet sustainable transport planning principles.

While there is no specific target relating to this indicator, the Council is interested in monitoring the amount of transport improvements secured through S106 agreements. As may be expected, given that few of the allocated LDP sites have gained permission there has been a relatively small number of transport improvements secured via S106 agreements during the first two monitoring periods (a total of 6). However, as the LDP site allocations progress it is anticipated that an increased number of sustainable transport improvements will be secured through either the S106 or CIL processes. The Council will continue to monitor this issue in future AMRs.

2. The progress of LTP* schemes detailed in Policy MV10 in accordance with the LTP timetable is as follows:

B4245/M48 Link Road: No progress. Current M4 corridor enhancement scheme proposes a new junction between Magor/Undy and Rogiet which would provide a link between B4245 and M48 (and M4) but to the west of Rogiet. Progress on the B4245/M48 Link Road is dependent on the outcome of the decision on the M4 corridor enhancement scheme.

Abergavenny Rail Station Interchange: Scheme included in new LTP as “Abergavenny rail station access & interchange improvements”. Abergavenny interchange / park & ride is included in the list of potential schemes identified by Transport for Wales (TfW) for delivery under the proposed South East Wales Metro. Further progress may depend on TfW appointment of an Operator and Development Partner due in early 2017.

Walking & cycling access to the station is also expected to be considered as part of the Active Travel (Wales) Act Abergavenny Integrated Network Map exercise.

Chepstow Rail Station and Bus Station Interchange: Scheme included in new LTP as “Chepstow rail station access & interchange improvements”. Chepstow station interchange /park & ride is included in the list of potential schemes identified by TfW for delivery under the proposed South East Wales Metro. Further progress may depend on TfW appointment of an Operator and Development Partner due in early 2017. Bus facilities at Chepstow station are also likely to be considered as part of the current study of a new potential TrawsCymru bus route linking Chepstow and Brecon. Network Rail is reviewing the accessible footbridge situation as there appear to be issues with the current

(steps-only) footbridge. Network Rail has also renewed the roof on the disused extension/toilet block, and MCC is looking into options to bring this back into use as a ticket office / tourist information point and toilet.

Walking & cycling access to the station is also expected to be considered as part of the Active Travel (Wales) Act Chepstow Integrated Network Map exercise.

Severn Tunnel Junction (STJ) Interchange: Scheme included in new LTP as “Severn Tunnel Junction rail station access & interchange improvements”. New accessible footbridge, new ticket office and new northern car park extension completed in spring 2016. Options for improved walking & cycling access along Station Road and towards Caldicot as well as further south-side car park extension are being investigated. STJ station is also included in the schemes being considered by TfW’s Metro team. The STJ interchange / park & ride is also included in the list of potential schemes identified by TfW for delivery under the proposed South East Wales Metro. Further substantial progress may depend on TfW appointment of an Operator and Development Partner due in early 2017.

Walking & cycling access to the station is also expected to be considered as part of the Active Travel (Wales) Act Caldicot-Magor Integrated Network Map exercise.

Monmouth Park and Ride: No progress.

Chepstow Park and Ride: No progress.

Monmouth Links Connect 2: MCC’s Transport Section has advised that substantial elements of the scheme have been delivered, with some minor improvements delivered in 2016 as part of the Active Travel Quick Wins Programme. Remaining elements are to be reviewed as part of the Active Travel (Wales) Act Monmouth Integrated Network Map exercise.

There has been some further progress towards the delivery of the LTP* schemes detailed in Policy MV10 over the current monitoring period. Elements of the Severn Tunnel Junction interchange have been delivered (new accessible footbridge, new ticket office and new northern car park extension), together with some minor improvements in relation to the Monmouth Link Connect 2 scheme. As indicated above, a number of projects are included as potential schemes under the proposed South East Wales Metro, including Abergavenny rail station interchange and Chepstow rail station and bus station interchange. Further progress on these schemes may depend on the TfW appointment of an operator/development partner which is due in early 2017 and will be reported in the next monitoring period.

Additional improvements are due to be considered as part of the Active Travel (Wales) Act Integrated Network Map exercise, including walking and cycling access to Abergavenny, Chepstow and Severn Tunnel Junction rail stations. While not specifically set out in Policy MV10, any progress on these schemes will be reported in future AMR.

The LTP identifies a number of additional transport schemes which are programmed for delivery over the 2015-2020 period, including the Magor and Undy new walkway rail

station. Again, although not specifically identified in Policy MV10, the progress of such schemes will be monitored in future AMRs.

Given that the LTP is only in its second year, the conclusions drawn remain preliminary. The Council will continue to monitor the progress of the aforementioned schemes in future AMRs to determine whether they are being implemented in accordance with the LTP delivery timetable.

Recommendation

1. No action is required at present. Continue to monitor.

2. No action is required at present. Continue to monitor.

*the 2015 Monmouthshire Local Transport Plan (LTP) has replaced the 2010 South East Wales Regional Transport Plan (RTP). The transport schemes identified in the RTP have been carried forward to the LTP – accordingly the indicator wording has been amended to reflect this.

Place Making and Design

Monitoring Aim/Outcome: To protect sites and buildings of acknowledged built and historic interest

Strategic Policy: S17 Place Making and Design

LDP Objectives Supported: 14 & 15

Other LDP Policies Supported: DES1-4, HE1-4

Contextual Changes

There have been no significant contextual changes relating to this policy area during the monitoring period.

| Indicator | Target | Trigger for Further Investigation | Performance 1 April 2015 – 31 March 2016 |
|---|---|---|---|
| 1. Number of listed buildings and historic sites | No applications to result in the loss of listed buildings | There is a loss of more than 1 listed building each year for 3 or more consecutive years* | Refer to analysis (1) below |
| 2. Number of conservation areas with up-to-date character appraisal | 100% of identified draft Conservation Area Appraisals by 2016** | Target is not met | 19 Complete (100%) Refer to analysis (2) below |
| 3. Sample of planning applications granted for developments with potential for significant design / environmental implications | All development to contribute to the creation of a high quality well designed environment | Monitoring results are negative | Refer to analysis (3) below |
| 4. Sample of planning applications granted for developments with the potential for significant impact on buildings of historic / archaeological interest, scheduled ancient | No adverse impact on the historic environment | Any development adversely affects the historic environment | Refer to analysis (4) below |

| | | | |
|--|--|--|----------------------|
| monuments and conservation areas | | | |
| 5. Occasions when development permitted would have an adverse impact on a listed building, conservation area, site of archaeological significance, or historic landscape park or their setting | Development proposals do not adversely impact upon buildings and areas of built or historic interest and their setting | 1 or more planning consents are issued where there are outstanding objections from the Council's Conservation Team, Cadw or GGAT | None recorded |

Analysis

1. Number of listed buildings and historic sites:

| | LDP Base Date 2011 | 2014 | 2015 |
|--|--------------------|------|------|
| Listed Buildings | 2146 | 2154 | 2153 |
| Scheduled Ancient Monuments | 169 | 164 | 164 |
| Historic Parks and Gardens | 44 | 45 | 45 |
| Archaeologically Sensitive Areas | 10 | 10 | 10 |
| Landscapes of Outstanding Historic Interest | 3 | 3 | 3 |

One Grade II Listed Building was delisted by Cadw over the monitoring period. This related to Thornwell Farmhouse in Chepstow. There were no changes in relation to Scheduled Ancient Monuments, Historic Parks and Gardens, Archaeologically Sensitive Areas or Landscapes of Outstanding Historic Interest over the monitoring period.

There were consequently no applications that resulted in losses to the number of listed buildings or historic sites over the monitoring period. Policy S17 is functioning effectively in this respect. The Council will continue to monitor the number of listed buildings and historic sites to determine the effectiveness of the policy framework relating to this issue.

2. Eighteen Conservation Area Appraisals were adopted as Supplementary Planning Guidance during the monitoring period. At the time of the previous AMR only one Conservation Area had an up-to-date character appraisal. A total of 19 Conservation Area Appraisals have now been adopted and the target of 100% of identified draft Conservation Area Appraisals by 2016 has therefore been met.

The remaining 12 Conservation Area Appraisals will be progressed in the future subject to available resources.

3. Members of Planning Committee attend an annual design tour, the last design tour of which took place in September 2015. The 2015 design tour did not consider any applications approved under the LDP simply due to the time lag between LDP adoption and site completion.

Future design tours will include applications that were considered after the LDP was adopted, although it is appreciated that applications may take a number of years before they are completed. Where possible, the Council will continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to design.

4. Members of Planning Committee attend an annual design tour, the last design tour of which took place in September 2015. The 2015 design tour did not consider any applications approved under the LDP simply due to the time lag between LDP adoption and completion.

Future design tours will include applications that were considered after the LDP was adopted, although it is appreciated that applications may take a number of years before they are completed. Where possible, the Council will continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to developments with potential for significant impact on buildings of historic/archaeological interest, Scheduled Ancient Monuments and Conservation Areas.

5. There were no planning consents issued over the monitoring period with an outstanding objection from the Council's Conservation Team, Cadw or GGAT. Policy S17 is functioning effectively in this respect. The Council will continue to monitor the number of listed buildings and historic sites to determine the effectiveness of the policy framework relating to this issue.

Recommendation

1. No action required at present. Continue to monitor.

2. No action required at present. Continue to monitor.

3. No action required at present. Continue to monitor.

4. No action required at present. Continue to monitor.

5. No action required at present. Continue to monitor.

*Trigger wording amended to clarify that the trigger relates to a loss of more than 1 listed building each year for 3 or more consecutive years.

**Target wording amended for clarification, relates to the 18 draft Conservation Area Appraisals that were in progress during the lead up to the adoption of the LDP.

Methodology

- 6.1 The Sustainability Appraisal monitoring expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) Monitoring Objectives. The data collated includes a mix of qualitative and quantitative data with a commentary in the latter column to describe the progress and provide a recommendation. Not all of the indicators originally listed in the SA monitoring framework are included, information is only provided for those indicators where data is available. In addition to indicators that were amended or deleted in the previous AMR, a number of the indicators used in the last monitoring period have been further amended. The Amended/Deleted SA Indicators Table identifies any indicators that have been updated since the 2014-2015 Annual Monitoring Report and outlines the reasoning. In some instances information is no longer available, in other instances the data available is of insufficient detail to enable useful monitoring.
- 6.2 Indicators may have been amended where there is a data gap to allow for similar information to be collated, the text is italicised to identify indicators where a change has been made since the previous AMR. There is also overlap with some LDP indicators, these indicators are marked in bold and coloured green for clarity. This is intended to provide an indication of how the LDP monitoring and SA monitoring are interlinked. A brief commentary is provided although reference should be made to Section 5 LDP Policy Analysis for additional information.
- There are a number of SA indicators where information is not published annually, for example those based on the census. The purpose of the monitoring framework is to review changes on an annual basis, as a consequence these are not necessarily going to be useful moving forward in terms of future monitoring. They have been retained in order to provide a baseline, work has been undertaken to try and find alternative sources of information however none appear to be available.
- 6.4 The traffic light rating system used for the LDP Monitoring Indicators has not been taken forward for use with the SA Monitoring. Many of the SA objectives are aspirational. In addition, the LDP alone would not be the only factor that would need to be considered in achieving their aims. The SA Monitoring does not include targets as such, unlike the LDP monitoring, it would therefore prove difficult to interpret the commentary into a traffic light rating. The symbols associated with certain indicators identify the desired direction for change. The symbols refer to; (+) increase or more; (-) decrease, less or none and; (nc) no change. As this relates to the second SA monitoring since the adoption of the LDP it is compared to the baseline set in the previous AMR only, emerging trends will become more apparent in future AMRs. Accordingly, the direction of change is referred to as relevant in the commentary section. This is utilised to assess the LDP's progression towards meeting the identified sustainable development indicators.
- 6.5 Information contained in the SA monitoring framework in the main relates to a wide range of data produced internally, by various departments of the Council and externally from other organisations. Where data has been sourced externally, a footnote is provided to ensure the data source is easily identifiable.

Sustainability Appraisal Monitoring

| Headline | Objective | SA Indicators | Data | Commentary |
|---------------|--|--|---|---|
| Accessibility | Allow equitable access for all to jobs, services and facilities they need, in a way that reduces reliance on car use | <ol style="list-style-type: none"> 1. Average travel to work distance (-) 2. Proportion of people travelling to work by public transport, walking or cycling (+) 3. Proportion of the workforce who remain in their own area for work, according to travel to work statistics (+) 4. Proportion of housing development completed within or adjoining the main towns, Severnside Settlements, Rural Secondary Settlements (RSS) and rural general, as identified in Policy S1. 5. <i>Percentage of major* new development within 10 minute walk from a frequent and regular bus service (+)(excludes minerals, waste and renewable energy permissions)</i> | <ol style="list-style-type: none"> 1. 21.9km** 2. 16.7%** 3. 58.3%***** 4. Main Towns: 40.2%, Severnside: 8.1%, RSS: 37.2%, Rural General: 14.5% 5. 100% | <p>1 – 2. The 2011 Census recorded 16.7% of people travelling to work by public transport, walking or cycling. The average travel to work distance is 21.9km. Data will not be published until the next census in 2021, as a consequence a meaningful comparison will not be able to be obtained until that time. The data will subsequently remain the same in future AMRs.</p> <p>3. The Welsh Government travel to work statistics identify 58.3% of the Monmouthshire workforce remaining in their own area for work. This has increased by 3.8% since the previous AMR in line with the desired direction of change. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution.</p> <p>4. The Main Towns provided the largest proportion of completions over the monitoring period equating to 40.2% of the overall figure. The Rural Secondary Settlements provided 37.2% and the Rural General which includes the Main Villages 14.5%. The Severnside Settlements provided the least contribution at 8.1% over the monitoring period as opposed to the previous monitoring period where they provided 43%. The Policy Analysis in Section 5 relating to the Spatial Strategy provides full analysis of this indicator.</p> <p>5. Of the five applicable schemes, four related to residential uses and the remaining scheme to an employment use. All five schemes are located within a 10 minute walk of a frequent and regular bus service.</p> <p>Continue to monitor SA objective.</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|----------|--|---|---|---|
| Housing | Provide a range of types and tenures of housing that allows people to meet their housing needs | <ol style="list-style-type: none"> 1. People in housing need (-) 2. Affordable home completions (+) 3. General market home completions 4. Density of housing permitted on allocated sites 5. The number of dwellings permitted and completed on strategic sites as identified in policy S3. 6. Number of affordable dwellings built through rural exception schemes 7. Number of dwellings provided in accordance with the settlement hierarchy set out in Policy S2 8. Housing land supply | <ol style="list-style-type: none"> 1. 474 benchmark over 5 Year Period (2015 base date) 2. 63 3. 171 4. 2 granted permission, densities of 30/34 5. 340 dwellings permitted, 0 completed 6. 0 completed 7. See table in commentary section 8. 4.1 Years | <p>1. The Local Housing Market Assessment (LHMA) 2015 -2020 was published in April 2015. The new LHMA uses a different methodology to that used to provide evidence for the LDP. The results, therefore, are not directly comparable. The 474 figure should not be taken as a target for the delivery of affordable housing as new build homes are not the only supply of affordable homes in Monmouthshire. The Council is working with private landlords to increase the supply of private rented homes and to bring empty homes back into use. While the figure has decreased marginally from the previous AMR it is an indication of current projected need for affordable housing within the County and sets a benchmark the Council can work towards.</p> <p>2 – 5. There were 63 affordable home completions and 171 market dwelling completions over the monitoring period. Of the 2 allocated sites granted permission the average densities are at or above the density targets set in the LDP. This demonstrates an increase in the total dwelling completions from the previous AMR where 205 dwellings were completed, satisfying the desired direction of change. No Strategic Sites were completed over the monitoring period, however 340 dwellings were permitted in the Wonastow Road Reserved Matters application. The Outline permission for the site was included in the previous AMR.</p> <p>6. There were no completions relating to rural exception schemes over the monitoring period. The single dwelling build your own affordable home site referred to in the previous AMR has progressed further but is not yet completed.</p> <p>7. The table overleaf provides a breakdown of the 234 dwellings completion, in comparison with the settlement hierarchy set out in Policy S2. The Policy Analysis in Section 5 relating to the Spatial Strategy provides full analysis of this indicator.</p> |

| Headline | Objective | SA Indicators | Data | Commentary | | | | | | | | | | | | | | | |
|---------------------------|---|---|--|---|--|-------------|--------|-------------------|-------|-----|------------------|------|-----|------------------------|-------|-----|----------------------|-------|-----|
| | | | | <table border="1"> <thead> <tr> <th></th> <th>2015 – 2016</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Main Towns</td> <td>40.2%</td> <td>41%</td> </tr> <tr> <td>Sevenside</td> <td>8.1%</td> <td>33%</td> </tr> <tr> <td>Rural Secondary</td> <td>37.2%</td> <td>10%</td> </tr> <tr> <td>Rural General</td> <td>14.5%</td> <td>16%</td> </tr> </tbody> </table> <p>8. The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2015 period demonstrates that based on the residual method the County had 4.1 year housing land supply.</p> <p>Continue to monitor SA objective.</p> | | 2015 – 2016 | Target | Main Towns | 40.2% | 41% | Sevenside | 8.1% | 33% | Rural Secondary | 37.2% | 10% | Rural General | 14.5% | 16% |
| | 2015 – 2016 | Target | | | | | | | | | | | | | | | | | |
| Main Towns | 40.2% | 41% | | | | | | | | | | | | | | | | | |
| Sevenside | 8.1% | 33% | | | | | | | | | | | | | | | | | |
| Rural Secondary | 37.2% | 10% | | | | | | | | | | | | | | | | | |
| Rural General | 14.5% | 16% | | | | | | | | | | | | | | | | | |
| Health, safety & security | To improve health and wellbeing by encouraging more healthy lifestyles, and protecting people from risk that may impact on their health and/or safety | 1. Amount of open space created as a result of planning permissions | 1. 4.6ha | <p>1. A total of 4.6 hectares of open space was approved as a result of planning permissions over the monitoring period. This demonstrates that developments permitted through the planning process are successfully facilitating the provision of new open spaces.</p> <p>Continue to monitor SA objective.</p> | | | | | | | | | | | | | | | |
| Community | To support and promote the distinctive character of local communities and community cohesion | <p>1. Number of community and recreation facilities granted planning permission (+)</p> <p>2. Amount of community and recreation facilities lost to other uses.</p> <p>3. Amount of public open space / playing fields lost to development which is</p> | <p>1. 5</p> <p>2. 0</p> <p>3. 0.76ha</p> | <p>1. Over the monitoring period a total of 5 applications were approved as either community or recreation facilities. Of which 2 were for a recreation use and 3 for community facilities. While 9 were approved in the previous monitoring period the results still indicate a gain and therefore a positive result, it would be unrealistic to expect an increase on the number from the previous AMR as the previous figure was considered to be high. For further detail refer to the Policy Analysis in Section 5 relating to Community and Recreation Facilities.</p> | | | | | | | | | | | | | | | |

| Headline | Objective | SA Indicators | Data | Commentary |
|--------------|--|--|--|--|
| | | <p>not allocated in the development plan</p> | | <p>2. No community facilities were lost over the monitoring period. Three were lost in the previous AMR, the results of the current AMR are therefore positive. For further detail refer to the Policy Analysis in Section 5 relating to Community and Recreation Facilities.</p> <p>3. During the monitoring period 3 permissions were granted on areas of open space not allocated for development in the LDP totalling 0.76 hectares. One related to an affordable housing site and another for a car park to help serve Monmouth town centre, both of which therefore effectively supporting the community in alternative ways. The final application related to a small extension of a garden area on previously disused land. The amount of public open space lost figure has almost halved in comparison to the previous monitoring period. For further detail refer to the Policy Analysis in Section 5 relating to Landscape, Green Infrastructure and Natural Environment.</p> <p>Continue to monitor SA objective.</p> |
| Biodiversity | Protect, value, manage and enhance healthy functioning ecosystems, habitats and natural species diversity, valuing nature conservation interests wherever they are found | <p>1. Developments permitted that cause harm to the overall Nature Conservation value of locally designated sites (-)</p> <p>2. Number of new developments delivering habitat creation and restoration</p> <p>3. Hectares of ancient woodland lost to development (-)</p> <p>4. Development permitted within internationally /</p> | <p>1. Data not available</p> <p>2. One application</p> <p>3. Approximately 0.005ha ancient woodland potentially lost to development</p> <p>4. Data not available</p> | <p>2. One application related to the construction of two wildlife ponds in a small field behind a dwelling in Maryland, near Trellech. The ponds will enhance wildlife interests in the locality and will have an acceptable impact on the rural landscape. For further detail refer to the Policy Analysis in Section 5 relating to Landscape, Green Infrastructure and Natural Environment.</p> <p>3. A small proportion of ancient woodland was potentially lost to development over the monitoring period. This related to the removal of a small number of unproductive fruit trees and a hazel tree to the rear of a residential property in order to provide space for domestic solar panels. This site does not however benefit from a local nature conservation designation and none of the trees</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|-------------------|--|--|---|---|
| | | <i>nationally important nature conservation areas.</i> | | benefit from TPO status, no concerns relating to its loss were raised. 1 & 4. The remainder of these indicators are unable to be monitored as this information is not currently available and the Monmouthshire LBAP is not up to date. The potential for monitoring these indicators for the 2016-2017 period will be given further consideration in the next AMR. Continue to monitor SA objective. |
| Landscape | To maintain and enhance the quality and character of the landscape, including its contribution to the setting and character of settlements | 1. Number of trees protected by TPOs lost to development (-) | 1. One tree protected by TPO lost. | 1. One Tree Preservation Order tree was lost to development over the monitoring period. An application was however made to remove the Beech tree which had died prior to the planning application being submitted, due to ground compaction. A replacement tree has been incorporated into the scheme to compensate. Continue to monitor SA objective. |
| Built Environment | To maintain and enhance the built environment for both its visual character and distinctiveness and to create a better living environment. | 1. <i>Planning permission granted for renewable and low carbon energy development.</i> 2. <i>Number of new developments completed that incorporate on-site renewable energy generation. (i.e. permissions following LDP adoption that have been</i> | 1. 8 2. 4 3. N/A | 1. Eight applications were approved over the monitoring period for on-site renewable energy generation. One related to a biomass scheme and the additional seven schemes related to solar development. This compares to a total of two schemes in the previous AMR. For further detail refer to the Policy Analysis in Section 5 on Efficient Resource Use and Flood Risk. 2. A total of 4 renewable energy schemes have been completed and are now in operation. At the time of the last AMR there were no completions incorporating on-site renewable energy generation, this was to be expected as it was based on permissions approved during the previous monitoring period. Two of the completed |

| Headline | Objective | SA Indicators | Data | Commentary |
|-------------------|---|--|--|--|
| | | <p><i>completed over the 2015-2016 monitoring period)</i></p> <p>3. Sample of planning applications granted for developments with the potential for significant design / environmental implications.</p> | | <p>schemes relate to biomass and the other two solar, one small scale and one large scheme. For further detail refer to the Policy Analysis in Section 5 on Efficient Resource Use and Flood Risk.</p> <p>3. Members of Planning Committee attend an annual design tour. The last design tour took place in September 2015 but did not consider any applications approved under the LDP. Refer to the Policy Analysis in Section 5 on Place Making and Design for further details.</p> <p>Continue to monitor SA objective.</p> |
| Historic heritage | Understand, value, protect and restore, where necessary, the historic cultural heritage of the area, including features of the built and semi-natural environment | <p>1. Number of listed building and historic sites (-)</p> <p>2. Sample of planning applications granted for developments with the potential for significant impact on buildings of historic / archaeological interest, scheduled ancient monuments and conservation areas adversely affected by development.</p> <p>3. Number of conservation areas with an up-to-date character appraisal</p> | <p>1. Listed Buildings: 2153, Scheduled Ancient Monuments: 164, Historic Parks & Gardens: 45, Archaeological Sensitive Areas: 10 and Landscapes of Historic Importance: 3</p> <p>2. N/A</p> <p>3. 19 up to date Conservation Area character appraisals.</p> | <p>1. One listed building was delisted by Cadw over the monitoring period reducing the Listed Building stock from 2154 to 2153. This related to the delisting of Thornwell Farmhouse in Chepstow. There were no changes in relation to Scheduled Ancient Monuments, Historic Parks and Gardens, Archaeologically Sensitive Areas or Landscapes of Outstanding Historic Interest over the monitoring period.</p> <p>2. Members of Planning Committee attend an annual design tour. The design tour took place in September 2015 but did not consider any applications approved under the LDP. Refer to the Policy Analysis in Section 5 on Place Making and Design for further details.</p> <p>3. A total of 19 Conservation Area Appraisals have been produced and adopted as SPG. Refer to the Place Making and Design Policy Analysis in Section 5 for further details.</p> <p>Continue to monitor SA objective.</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|---------------|---|--|---|--|
| Air | To reduce all forms of air pollution in the interests of local air quality and the integrity of the atmosphere to protect from climate change | <ol style="list-style-type: none"> 1. Number of locations where air quality exceeds objective levels per annum (-) 2. Percentage of people employed using their car/van as their main way of commuting to and from work either by driving or as a passenger (-) 3. Proportion of people employed travelling to work by public transport, walking or cycling (+) | <ol style="list-style-type: none"> 1. 1 location in Chepstow 2. 81.4%** 3. 16.7%** | <p>1. The annual objective level of nitrogen dioxide was only exceeded in one location in 2015. This related to Hardwick Hill in Chepstow. It was the first year that there was no exceedance in Usk. The objective levels for PM10 and PM2.5 were also not exceeded over the 2015 calendar year. These along with Nitrogen Dioxide are the only pollutants monitored in Monmouthshire, due to vehicles being the main sources of pollution. Monitoring tubes are positioned in Chepstow, Llanfoist, Monmouth and Usk as these are the areas identified as having air quality issues.</p> <p>2 – 3. The 2011 Census recorded 16.7% of people travelling to work by public transport, walking or cycling. The mode of commuting statistics are also taken from the 2011 Census identifying 81.4% of people employed as using their car/van as their main way of commuting to and from work. Data will not be published until the next census in 2021, as a consequence a meaningful comparison will not be able to be obtained until that time. This data will subsequently remain the same in future AMRs.</p> <p>Continue to monitor SA objective.</p> |
| Water quality | To maintain and improve the quality of ground, surface and coastal waters | <ol style="list-style-type: none"> 1. % of rivers reaching 'good' water quality status (+) 2. Proportion of allocated sites and all other developments of over 10 dwellings/1ha that incorporate SUDS (+) | <ol style="list-style-type: none"> 1. 32%*** 2. 4 of 5 | <p>1. The Water Framework Directive (WFD) combines ecological and chemical status in its reporting, the surface water body will need to reach good status in both elements in order to reach an overall 'good status'. Of the rivers assessed across Monmouthshire, 32% were considered to have obtained 'good' status in 2015. NRW have changed their way of reporting and the dataset used in this monitoring period relates to a range in years, in this instance 2012-2014. While the figure has dropped since the last monitoring period conclusions cannot be drawn as the previous AMR related to a different dataset and approach to measuring water quality status.</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|--------------|---|--|---|--|
| | | | | <p>2. Of the five applicable applications permitted, four related to residential schemes and the other to an employment site. The four residential schemes all incorporated SUDS ranging from on-site permeable paving to an open pond system for surface water drainage. The employment proposal did not incorporate SUDS into its development. This indicator was not monitored in the last AMR and comparisons cannot therefore be drawn. The results are nevertheless positive and the indicator will continue to be monitored in future AMRs.</p> <p>Continue to monitor SA objective.</p> |
| Water supply | To maintain the quantity of water available including potable water supplies, and ground water and river levels | <p>1. Proportion of groundwater bodies reaching 'good' quantity status (+)</p> | <p>1. 100%***</p> | <p>1. Monmouthshire sits within three groundwater bodies, the Usk Devonian Old Red Sandstone (ORS), Wye Secondary Devonian ORS and Usk and Wye southern Carboniferous Limestone. All three groundwater bodies had good status for quantity over the monitoring period. This remains the same as the previous monitoring period.</p> <p>Continue to monitor SA objective.</p> |
| Flood risk | Ensure that new development is designed and located to avoid the risk of flooding, and ensure the risk of flooding is not increased elsewhere | <p>1. Number of permissions for development in Flood Zones C1 and C2 not meeting all TAN 15 tests (-)</p> <p>2. Proportion of allocated sites and all other developments of over 10 dwellings/1ha that incorporate SUDS (+)</p> | <p>1. 0</p> <p>2. 4 of 5</p> <p>3. 0***</p> | <p>1. No applications have been granted planning permission contrary to TAN15 requirements in either Zone C1 or C2 floodplain over the monitoring period. This is in line with the desired direction for change as one application was included in the previous AMR, this application was nevertheless determined to be justified.</p> <p>2. Of the five applicable applications permitted, four related to residential schemes and the other to an employment site. The four residential schemes all incorporated SUDS ranging from on-site permeable paving to an open pond system for surface water drainage. The employment proposal did not incorporate SUDS into its development. This indicator was not monitored in the last AMR</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|--------------------|--|---|---|---|
| | | <p>3. Instances where rivers experienced summer low flow (-)</p> | | <p>and comparisons cannot therefore be drawn. The results are nevertheless positive and the indicator will continue to be monitored in future AMRs.</p> <p>3. There are three key river monitoring stations in Monmouthshire. Both the River Usk and River Wye Gauging Stations recorded flows below the 95th percentile over the monitoring period. The River Wye recorded 5 days and the River Usk 1 day. In both instances these were below the average of 18 days per year which is used as a typical indication of summer low flows. The Grosmont Gauging Station did not record any flows below the target level over the period. This is an improvement on data recorded in the previous AMR, while again this did not drop below 18 days per year the number of days decreased substantially.</p> <p>Continue to monitor SA objective.</p> |
| Minerals and waste | To ensure that primary materials and minerals are managed in a sustainable way, by safeguarding mineral areas, encouraging re-use and recycling and avoiding final disposal of resources | <p>1. Number of permitted permanent non-mineral developments on safeguarded sites that do not comply with Policy M2 (-)</p> <p>2. Proportion of Monmouthshire's household waste being recycled and composted (+)</p> <p>3. Amount of waste management capacity permitted expressed as a percentage of the total capacity required as</p> | <p>1. 0</p> <p>2. Data not yet available****</p> <p>3. ha permitted</p> <p>4. 0</p> | <p>1. No applications were granted for permanent non-mineral developments on safeguarded sites that did not comply with Policy M2 during the monitoring period.</p> <p>2. The information relating to Monmouthshire's total household waste has not yet been published and will not become available until October 2016. The previous AMR indicated 66.6% was recycled or composted. Once this information becomes available it will be included in the AMR.</p> <p>3. 0.24ha was permitted over the monitoring period. While this is a relatively low amount of development it indicates that progress is being made toward the total waste management capacity for the plan period. 26.86ha of the identified potential waste sites are remaining. For further detail refer to the Waste Policy Analysis in Section 5.</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|-----------|--|--|---|--|
| | | <p>identified in the Regional Waste Plan</p> <p>4. Extent of primary land-won aggregates resources as a percentage of total capacity identified in the Regional Technical Statement.</p> | | <p>4. No primary land-won aggregates were extracted over the monitoring period. There has therefore, been no reduction in the land bank in Monmouthshire. For further information refer to the Policy Analysis in Section 5 relating to Minerals.</p> <p>Continue to monitor SA objective.</p> |
| Land/soil | To use land efficiently by prioritising development on previously developed land where possible, and using existing land efficiently by tackling contamination and protecting higher grade agricultural soil | <p>1. Proportion of development permitted on greenfield land as a percentage of all development excluding householder, change of use and agricultural buildings (nc or -)</p> <p>2. Amount of Greenfield land lost to development which is not allocated in the development plan</p> <p>3. Annual average densities of new housing development (+)</p> <p>4. Hectares of agricultural land at Grade 3a and better lost to major* development (excluding LDP allocations and agricultural development)'</p> | <p>1. 83.2%</p> <p>2. 44.6ha</p> <p>3. 22dpha</p> <p>4. 0</p> | <p>1. A total of 62.70 hectares of development was permitted over the monitoring period, 52.19ha of which was on greenfield sites. This equated to 83.2% of all development (excluding householder, change of use and agricultural buildings) as being permitted on greenfield land. A high proportion is expected as Monmouthshire has limited opportunities for development on previously developed land. Furthermore, solar farms permitted over the monitoring period accounted for a significant proportion of development on greenfield land.</p> <p>2. Over the monitoring period 44 permissions were granted on greenfield land not allocated for development in the LDP, totalling 44.6 hectares. This is significantly higher than the amount of non-allocated greenfield land permitted during the last monitoring period (26 hectares). This is predominantly due to the increase in larger scale renewable energy schemes permitted during the current monitoring period. For further detail refer to the Landscape, Green Infrastructure and Natural Environment Policy Analysis in Section 5.</p> <p>3. The annual average density of all new housing development equated to 22 dwellings per hectare. This is similar to the previous AMR which related to a total of 21 dwellings per hectare, the results nevertheless indicate a gain from the previous monitoring period and therefore positive progress. Furthermore while the figure is</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|------------|---|---|---|---|
| | | | | <p>lower than the LDP target of 30 dwellings per hectare, only 4 applications for sites of over 10 were granted permission over the monitoring period. The majority of permissions related to infill plots in gardens, decreasing the density of developments overall.</p> <p>4. No agricultural land at Grade 3a and better was lost to major development over the monitoring period. It should be noted that while three solar farms permitted over the monitoring period included land of Grade 3a and better, it is still possible for sheep to graze the land. Schemes relate to a temporary use of agricultural land and can be reversed back to agricultural land once they are decommissioned.</p> <p>Continue to monitor SA objective.</p> |
| energy | To secure energy efficiency improvements in all new buildings and encourage energy generation from renewable sources. | <p>1. Number of new developments permitted that incorporate on-site renewable energy generation (excludes householder, change of use and agricultural buildings)</p> | 1. 8 | <p>1. Eight applications were approved over the monitoring period for on-site renewable energy generation. One related to a biomass scheme and the additional seven schemes related to solar development. This compares to a total of two schemes in the previous AMR. For further detail refer to the Efficient Resource Use and Flood Risk Policy Analysis in Section 5.</p> <p>Continue to monitor SA objective.</p> |
| Employment | Provide a range of jobs within Monmouthshire that help meet the needs of the resident workforce | <p>1. Net employment land supply/ development and take-up of employment land (+)</p> <p>2. Amount of employment land lost to non-employment uses</p> | <p>1. Supply 41.18ha, Take-up 1.131ha</p> <p>2. 0.6ha</p> <p>3. 58.3%*****</p> <p>4. 21.9km**</p> <p>5. Abergavenny: 5.8%,</p> | <p>1. The Employment Land Background Paper identified 41.18ha of employment land available across the County. Whilst sufficient land is available, the take-up rate of employment land was limited to 1.131ha over the monitoring period. This nevertheless amounts to an increase when compared to the previous monitoring period which only amounted to 0.38ha and is consequently a positive progression. For further information refer to the Economy and Enterprise Policy Analysis in Section 5.</p> |

| Headline | Objective | SA Indicators | Data | Commentary |
|----------|-----------|--|---|--|
| | | <p>3. Proportion of resident workforce working in Monmouthshire (+)</p> <p>4. Average travel to work distance (-)</p> <p>5. Percentage of vacant units within CSA of each town and local centre</p> | <p>Caldicot: 7.6%, Chepstow: 10%, Monmouth: 7.9%, Magor: 0%, Raglan: 0%, Usk: 11.1%</p> | <p>2. 3 applications relating to the loss of employment land were approved during the monitoring period, 2 of which related to a Costa Coffee unit and a drive-thru McDonald's restaurant at an identified business and industrial sites at Westgate Business Park, Llanfoist (SAE1d). However it is recognised that these uses generate jobs and were considered to accord with the extant outline planning permission on the site. The other proposal granted permission was for an extension of the Aldi car park on a protected employment site at Mill Street Abergavenny (SAE2a). The loss of the employment land is nevertheless justified within the context and requirements of the LDP policy framework. For further information refer to the Economy and Enterprise Policy Analysis in Section 5.</p> <p>3. The Welsh Government travel to work statistics identify 58.3% of the Monmouthshire workforce remaining in their own area for work. This has increased by 3.8% since the previous AMR in line with the desired direction of change. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution.</p> <p>4. The average travel to work distance is 21.9km. Data will not be published until the next census in 2021, as a consequence a meaningful comparison will not be able to be obtained until that time. This data will subsequently remain the same in future AMRs.</p> <p>5. Vacancy rates recorded in the Central Shopping Areas (CSA) for all of the County's town and local centres are below the UK vacancy rate (12.4% March 2016, Local Data Company). For full details refer to the Retail Policy Analysis in Section 5.</p> <p>Continue to monitor SA objective.</p> |

| Headline | Objective | SA Indicators | Data | Commentary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----------------|---|--|--|---|----------------|--------------------|----------------|-------------------------------|-------|-------------------------|----|-----|-------|-------------------|----------|-------|-------|-----------------------|----|------|-------|---------------------|-------|-----|-------|------------------------|-------|-----|-------|-------------------------|-------|-----|-------|---------------------|----|-----|-------|--------------------|-------|-----|-------|-------------------------|----|------|-------|-------------------------|----------|------|-------|------------------|----------|------|------|-------------------------|----|-----|------|---------------------------|----|-----|------|-------------------------|----|------|------|----------------------|----|-----|
| Wealth creation | Raise prosperity and quality of life by developing a more self-sustaining local economy encouraging indigenous growth | <ol style="list-style-type: none"> 1. Range of SAE1/SAE2/Identified Mixed Use Sites available, distribution and size (+) 2. Planning permissions granted for employment use by settlement 3. Planning permissions granted for employment use by sector 4. Proportion of resident workforce working in Monmouthshire (+) 5. Number of people in-commuting to Monmouthshire 6. Number of people out-commuting from Monmouthshire 7. Tourism expenditure (+) 8. Number of rural diversification/ enterprise schemes approved 9. Number of tourism schemes approved 10. Number of tourism facilities lost through development, change of use or demolition | <ol style="list-style-type: none"> 1. See table in commentary section 2. Main Towns: 0.95ha (3.72ha Wonastow Road), Severnside: 2.83ha, RSS: 0.48ha, Rural General: 0.22ha 3. See table in commentary section 4. 58.3%***** 5. 17,800***** 6. 18,700***** 7. £186.65 Million ***** 8. 10 9. 10 10. 0 | <p>1. The table below identifies the range of employment sites across the County by location along with the size of the sites available. While a large proportion of land is located in Magor there is distribution across the Main Towns and some of the Rural Secondary Settlements.</p> <table border="1"> <thead> <tr> <th>Site Reference</th> <th>Site Name/Location</th> <th>Site Use Class</th> <th>Remaining land available (ha)</th> </tr> </thead> <tbody> <tr> <td>SAE1a</td> <td>Wales One, Magor (west)</td> <td>B1</td> <td>4.0</td> </tr> <tr> <td>SAE1b</td> <td>Quay Point, Magor</td> <td>B1/B2/B8</td> <td>13.76</td> </tr> <tr> <td>SAE1c</td> <td>Gwent Europark, Magor</td> <td>B8</td> <td>13.3</td> </tr> <tr> <td>SAE1d</td> <td>Westgate, Llanfoist</td> <td>B1/B2</td> <td>1.9</td> </tr> <tr> <td>SAE1e</td> <td>Ross Road, Abergavenny</td> <td>B1/B2</td> <td>1.5</td> </tr> <tr> <td>SAE1f</td> <td>Newhouse Farm, Chepstow</td> <td>B2/B8</td> <td>4.0</td> </tr> <tr> <td>SAE1g</td> <td>South Woodside, Usk</td> <td>B1</td> <td>1.3</td> </tr> <tr> <td>SAE1h</td> <td>Pill Row, Caldicot</td> <td>B1/B8</td> <td>1.0</td> </tr> <tr> <td>SAE1i</td> <td>Beaufort Park, Chepstow</td> <td>B1</td> <td>0.42</td> </tr> <tr> <td>SAE2l</td> <td>Wonastow Road, Monmouth</td> <td>B1/B2/B8</td> <td>0.55</td> </tr> <tr> <td>SAE2w</td> <td>Wales One, Magor</td> <td>B1/B2/B8</td> <td>0.57</td> </tr> <tr> <td>SAH2</td> <td>Crick Road, Portskewett</td> <td>B1</td> <td>1.0</td> </tr> <tr> <td>SAH3</td> <td>Fairfield Mabey, Chepstow</td> <td>B1</td> <td>2.8</td> </tr> <tr> <td>SAH4</td> <td>Wonastow Road, Monmouth</td> <td>B1</td> <td>2.78</td> </tr> <tr> <td>SAH5</td> <td>Rockfield Farm, Undy</td> <td>B1</td> <td>2.0</td> </tr> </tbody> </table> | Site Reference | Site Name/Location | Site Use Class | Remaining land available (ha) | SAE1a | Wales One, Magor (west) | B1 | 4.0 | SAE1b | Quay Point, Magor | B1/B2/B8 | 13.76 | SAE1c | Gwent Europark, Magor | B8 | 13.3 | SAE1d | Westgate, Llanfoist | B1/B2 | 1.9 | SAE1e | Ross Road, Abergavenny | B1/B2 | 1.5 | SAE1f | Newhouse Farm, Chepstow | B2/B8 | 4.0 | SAE1g | South Woodside, Usk | B1 | 1.3 | SAE1h | Pill Row, Caldicot | B1/B8 | 1.0 | SAE1i | Beaufort Park, Chepstow | B1 | 0.42 | SAE2l | Wonastow Road, Monmouth | B1/B2/B8 | 0.55 | SAE2w | Wales One, Magor | B1/B2/B8 | 0.57 | SAH2 | Crick Road, Portskewett | B1 | 1.0 | SAH3 | Fairfield Mabey, Chepstow | B1 | 2.8 | SAH4 | Wonastow Road, Monmouth | B1 | 2.78 | SAH5 | Rockfield Farm, Undy | B1 | 2.0 |
| Site Reference | Site Name/Location | Site Use Class | Remaining land available (ha) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1a | Wales One, Magor (west) | B1 | 4.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1b | Quay Point, Magor | B1/B2/B8 | 13.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1c | Gwent Europark, Magor | B8 | 13.3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1d | Westgate, Llanfoist | B1/B2 | 1.9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1e | Ross Road, Abergavenny | B1/B2 | 1.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1f | Newhouse Farm, Chepstow | B2/B8 | 4.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1g | South Woodside, Usk | B1 | 1.3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1h | Pill Row, Caldicot | B1/B8 | 1.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE1i | Beaufort Park, Chepstow | B1 | 0.42 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE2l | Wonastow Road, Monmouth | B1/B2/B8 | 0.55 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAE2w | Wales One, Magor | B1/B2/B8 | 0.57 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAH2 | Crick Road, Portskewett | B1 | 1.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAH3 | Fairfield Mabey, Chepstow | B1 | 2.8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAH4 | Wonastow Road, Monmouth | B1 | 2.78 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SAH5 | Rockfield Farm, Undy | B1 | 2.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Headline | Objective | SA Indicators | Data | Commentary | | | | | | | | | | |
|---|-----------|---------------|------|--|--------|----------|---------------|--------|---|--------|---|--------|--|--------|
| | | | | <p>2. The majority of permissions relating to employment over the monitoring period were located in the Severnside Area equating to 2.83ha. The Main Towns followed with 0.95ha however an additional 3.72ha was granted permission at Wonastow Road, Monmouth. The outline permission for this site was included in the previous AMR and it is consequently not included in the current figures to avoid double counting. The Rural Secondary Settlements and Rural General area accounted for a lesser number of permissions totalling 0.7ha over the monitoring period. For further information refer to the Economy and Enterprise Policy Analysis in Section 5.</p> <p>3. The table below only identifies those sectors where planning permission for employment uses occurred over the monitoring period. The largest proportion of employment floorspace for B use classes permitted related to Transport and Storage with manufacturing also accounting for a significant amount. A mix of B1 & B8 use was also permitted at Wonastow Road, Monmouth (3.72 hectares), as the outline permission for this site was included in the previous AMR this is not included in the current figures to avoid double counting. For the full list of sectors and additional information refer to the Economy and Enterprise Policy Analysis in Section 5.</p> <table border="1" data-bbox="1249 1118 2078 1476"> <thead> <tr> <th data-bbox="1249 1118 1850 1161">Sector</th> <th data-bbox="1850 1118 2078 1161">Size(ha)</th> </tr> </thead> <tbody> <tr> <td data-bbox="1249 1161 1850 1198">Manufacturing</td> <td data-bbox="1850 1161 2078 1198">0.93ha</td> </tr> <tr> <td data-bbox="1249 1198 1850 1278">Wholesale & retail trade; repair of motor vehicles and motor cycles</td> <td data-bbox="1850 1198 2078 1278">0.48ha</td> </tr> <tr> <td data-bbox="1249 1278 1850 1398">Electricity, gas, steam & air conditioning supply; water supply; sewerage, waste management and remediation</td> <td data-bbox="1850 1278 2078 1398">0.24ha</td> </tr> <tr> <td data-bbox="1249 1398 1850 1476">Transport & storage; information and communication</td> <td data-bbox="1850 1398 2078 1476">2.83ha</td> </tr> </tbody> </table> | Sector | Size(ha) | Manufacturing | 0.93ha | Wholesale & retail trade; repair of motor vehicles and motor cycles | 0.48ha | Electricity, gas, steam & air conditioning supply; water supply; sewerage, waste management and remediation | 0.24ha | Transport & storage; information and communication | 2.83ha |
| Sector | Size(ha) | | | | | | | | | | | | | |
| Manufacturing | 0.93ha | | | | | | | | | | | | | |
| Wholesale & retail trade; repair of motor vehicles and motor cycles | 0.48ha | | | | | | | | | | | | | |
| Electricity, gas, steam & air conditioning supply; water supply; sewerage, waste management and remediation | 0.24ha | | | | | | | | | | | | | |
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| Headline | Objective | SA Indicators | Data | Commentary | | | | | |
|--|------------------------|---------------|------|---|--------|----------|--|------------------------|--|
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| Sector | Size(ha) | | | | | | | | |
| Real estate activities; Professional, scientific and technical activities; Administrative and support service activities | (3.72ha Wonastow Road) | | | | | | | | |
| | | | | <p data-bbox="1236 379 2134 608">4. The Welsh Government travel to work statistics identify 58.3% of the Monmouthshire workforce remaining in their own area for work. This has increased by 3.8% since the previous AMR in line with the desired direction of change. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution.</p> <p data-bbox="1236 655 2134 1002">5 – 6. The 2015 Welsh Government Commuting Statistics identified a total of 17,800 commuting into Monmouthshire and 18,700 out of Monmouthshire. This compares to 19,200 commuting into Monmouthshire and 19,600 out of Monmouthshire over the previous monitoring period. However, these figures should not be given too much weight as the data is based on a small sample survey and should therefore be treated with caution. The Economy and Enterprise Policy Analysis in Section 5 provides a further breakdown of this information.</p> <p data-bbox="1236 1050 2134 1198">7. The Monmouthshire STEAM report (2016) identified the annual tourism expenditure as £186.65 Million over the 2015 period. This compared to £173.15 Million over the 2014 period, equating to a 6.6% increase.</p> <p data-bbox="1236 1246 2134 1394">8. A total of 10 applications relating to rural diversification/enterprise were approved during the monitoring period, full details of which can be found in the Rural Enterprise Policy Analysis in Section 5.</p> | | | | | |

| Headline | Objective | SA Indicators | Data | Commentary |
|----------|-----------|---------------|------|--|
| | | | | <p>9 – 10. A total of 10 tourism schemes were approved over the monitoring period ranging from individual holiday lets to a 60 bed hotel. No planning applications were approved which involved the loss of any tourism facilities over the monitoring period. The Visitor Economy Policy Analysis in Section 5 provides full detail of the type of tourism facilities gained over the monitoring period.</p> <p>Continue to monitor SA objective.</p> |

*Major development - development involving one or more of the following: developments of 10 or more dwellings or 0.5ha or more for outline applications; development of building or buildings where the floor space to be created is 1000m² or more; developments on site with an area of 1ha or more; winning or working of minerals, or use of the land for mineral working deposits; or, waste development.

**Figure derived from Census 2011

* Natural Resources Wales

** Wastedataflow – Natural Resources Wales

*** Welsh Government Commuting Statistics (2016)

**** Monmouthshire STEAM Report (2016)

Amended/Deleted SA Indicators – These indicators have been updated since the 2014-2015 Annual Monitoring Report

| Headline | Original SA Indicator | Reason for amendment |
|---------------------------|--|--|
| Accessibility | Percentage of new development within 10 minute walk from a frequent and regular bus service (+) | It was noted in the last AMR that this indicator would be amended to relate to major development only. A definition of major development is provided in the footnote. Minerals, Waste and Renewable Energy applications are excluded and this has therefore been noted. |
| Health, safety & security | Quantity of amenity open spaces identified in DES2 and leisure centres (+) | This indicator has been amended in line with the Welsh Government Sustainable Development indicator in relation to the amount of open space created. The amount of public open space lost to development is already included under the Community headline. |
| Biodiversity | Number of new developments delivering or obligations for priority BAP habitats and species (+) | For consistency it is of benefit to use the same indicator as the LDP monitoring which relates to the number of new developments delivering habitat creation and restoration. |
| | Change in areas and populations of biodiversity importance due to development. | Given the difficulty of effectively measuring and monitoring this information, this indicator has been deleted from the LDP monitoring framework. It is therefore appropriate to delete this from the SA and exclude the indicator from subsequent AMRs. |
| | Development permitted within, or likely to adversely effect, internationally / nationally important nature conservation areas. | Was previously unable to monitor this indicator, it has been amended to relate to development permitted within those areas as this data is obtainable. |
| | Developments granted planning permission that cause harm to the overall nature conservation value of locally designated sites | This is a duplication of another SA indicator under the same headline. There is no benefit in retaining both indicators. The indicator has therefore been deleted. |
| Built Environment | Number of new developments permitted that incorporate on-site renewable energy generation | This indicator has been amended in line with the Welsh Government Sustainable Development indicators. |
| | Number of new developments completed that incorporate on-site renewable energy generation. | Additional information is set out in brackets to provide further clarification, this notes (i.e. permissions following LDP adoption that have been completed over the 2015-2016 monitoring period). |
| Historic heritage | Number of listed buildings demolished | This indicator has been amended in line with the LDP indicator. It is more valuable to monitor the change in number of listed buildings and other historic sites, the reasons for the change can be noted in the commentary and it would therefore become apparent if any have been demolished. |
| Land/soil | Hectares of agricultural soil at Grade 3a and better that is lost to development (-) | It was noted in the last AMR that this indicator would be amended to relate to major development only excluding LDP allocations and agricultural development. This information is more readily available. The Grade has been updated to 'Grade 3a and better' to reflect the definition of best and most versatile land in the Agricultural Land Classification. |

7 Conclusions and Recommendations

- 7.1 This is the second AMR to be prepared since the adoption of the Monmouthshire LDP. Although the LDP has only been operational for 2 years, trends have emerged through the monitoring process as to which policies are performing as intended and which are not. The AMR indicates that good progress is being made in delivering many of the Plan's policies with identified targets being met and that the LDP strategy remains sound. However, the AMR also indicates that there are certain elements of the Plan which are progressing more slowly than intended and are a matter of concern.
- 7.2 Section 5 provides a detailed assessment of how the Plan's strategic policies, and associated supporting policies, are performing against the identified key monitoring targets and outcomes and whether the LDP strategy and objectives are being delivered. This has enabled the Council to make an informed judgement of the Plan's progress in delivering the targets/monitoring outcomes and policies during this monitoring period. The table below provides a visual overview of the effectiveness of the Plan's policies during the current monitoring period based on the traffic light rating used in the assessment:

| | |
|---|-----------|
| Targets / monitoring outcomes* are being achieved | 49 |
| Targets / monitoring outcomes* are not currently being achieved but there are no concerns over the implementation of the policy | 17 |
| Targets / monitoring outcomes* are not being achieved with subsequent concerns over the implementation of policy | 11 |
| No conclusion can be drawn due to limited data availability | 2 |

*For those indicators with no target/trigger the monitoring outcomes are assessed and rated accordingly

Key Findings

- 7.3 Information collected through the monitoring process indicates that the majority of the indicator targets and monitoring outcomes are being achieved (green traffic light rating), indicating that the relevant Plan policies are performing as intended. The most significant achievements include the following:

Strategy and Housing

- Progress continues to be made towards the implementation of the spatial strategy.

- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the main towns and main villages.

Economy and Enterprise

- The County has a total of 41.8ha of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate.
- There has been progress in terms of employment permissions within the County, with permissions granted for a range of employment uses on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 4.48 hectares). These were predominantly in Severnside. Permission was also granted for 3.72 hectares of land at the LDP strategic mixed-use site at Wonastow Road Monmouth.
- A number of rural diversification and rural enterprise schemes have been approved (10).
- The Council approved proposals for a total of 10 tourism facilities, 8 of which related to tourist accommodation. There were no applications permitted involving the loss of tourism facilities.

Retail and Community Facilities

- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the national average.
- The proportion of A1 retail uses within the towns' Primary Shopping Frontages generally accord with the thresholds identified in the Primary Shopping Frontages SPG.
- A total of 5 community and recreation facilities have been granted planning permission and no applications were permitted involving the loss of community/recreation facilities.

Environment

- There has been no loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.
- Progress is being made towards the total waste management capacity for the LDP period and there has been no reduction in the minerals land bank.
- A total of 8 schemes incorporating on-site renewable energy generation were permitted (excluding householder, change of use and agricultural use).
- There were no developments permitted in C1/C2 floodplain areas which did not meet TAN15 tests.

- 7.4 This indicates that much of the policy framework is operatively effectively allowing appropriate development to take place and that good progress has been made in implementing the LDP.
- 7.5 The analysis also indicates that there are various policy indicators which are not being achieved but there are no corresponding concerns over policy implementation (amber traffic light rating). Further investigation has determined that there are justified reasons for the performance recorded and this is not representative of any fundamental issue with the implementation of the policy framework or strategy at this time. The most significant findings in relation to these are as follows:

Housing

- There has been limited progress with the delivery of allocated Main Village sites (SAH11). However, as two additional Main Village sites have been approved subject to the signing of a legal agreement it is considered that progress is being made towards meeting the identified LDP target.

Economy and Enterprise

- 3 applications involving the loss of B use class employment land were approved, totalling 0.56 hectares. However, the loss was justified within the context and requirements of the LDP policy framework.

Environment

- 16.8% (10.51ha) of development permitted was on brownfield land (excluding householder, change of use and agricultural buildings). While this is lower than the proportion recorded during the last monitoring period the trigger for further investigation has not been met. This will be closely monitored in the next AMR.
- 44.6 hectares of non-allocated greenfield land was granted planning permission which is significantly higher than that permitted during the last monitoring period. However, this is predominantly due to the increase in larger scale renewable energy schemes permitted during the current monitoring period, all of which were justified on policy grounds and relate to a temporary use of agricultural land.

- 7.6 Notwithstanding the above, the information collected through the monitoring process has identified several key policy indicator targets/monitoring outcomes that are not progressing as intended (red traffic light rating). Further investigation has determined that there are concerns with the implementation of these aspects of the policy framework. These are as follows:

Strategy and Housing

- A total of 234 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 205 completions recorded during the last monitoring period, equates to a total of 439 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum.

- A total of 63 affordable dwelling completions were recorded during the current monitoring period. This, together with the 17 affordable dwelling completions recorded during the previous monitoring period, amounts to a total of 80 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum.
- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2015-16 period demonstrates that the County had 4.1 years housing land supply (based on the residual methodology prescribed in TAN1).
- There has been limited progress with the delivery of allocated strategic housing sites. With the exception of the Wonastow Road site, none of the strategic sites have obtained planning permission since the Plan's adoption.
- Permissions and completions in Severnside settlements were considerably below the identified LDP targets.

7.7 It is evident that the LDP's key housing provision policies are not being delivered as quickly as anticipated and the lack of a 5 year land supply is a matter of concern. A fundamental contributing factor to this shortfall is the slower than anticipated progression of allocated strategic housing sites. While there is sufficient housing land allocated in the LDP to meet the identified dwelling requirements over the Plan period, sites are not progressing as quickly as expected for a variety of reasons, many of which are independent of the planning system such as the wider economy and housing market. Site viability is a major factor impacting on site deliverability and viability assessments slow down the determination of planning applications. The delayed site delivery affects the amount of general market and affordable housing being delivered through the planning system. The TAN1 requirement for LPAs to base the 5 year housing land supply calculation on the residual method is also considered to be a contributing factor in the current shortfall of housing land in the County.

7.8 In terms of housing delivery, the 7 LDP strategic housing sites were due to deliver approximately 2020 units out of the total need of 4500 units, with the remainder provided via allocated Urban sites (SAH8 Tudor Road, Wyesham and SAH9 Coed Glas, Abergavenny), SAH10 rural secondary settlement sites, SAH11 main village sites, and other windfall sites. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3 which demonstrates a Plan-period shortfall of 615 dwellings from the strategic sites.

7.9 It is essential that the lack of a 5 year housing land supply is addressed to enable the Plan's overall housing requirement to be met. The monitoring evidence indicates that the housing land supply position is unlikely to improve in the short term and it is highly unlikely that Monmouthshire will re-gain a 5 year supply under the current Plan. Accordingly there is a need for additional site allocations to increase the supply of

housing land. An early review of the adopted Plan is therefore considered necessary as a result of the need to address the shortfall in the housing land supply and facilitate the identification and allocation of additional viable and deliverable housing land.

- 7.10 The lack of progression of allocated strategic housing sites (other than Wonastow Road) has obvious implications for the housing land supply and is also a matter of concern, albeit that progress is being made in bringing many of these sites forward and there is no evidence to suggest that the allocations are not deliverable (as detailed in Section 5). It is therefore unlikely to be necessary to review the appropriateness of the majority of the existing LDP allocations, however this will be considered in further detail as part of the Plan review. Nevertheless, the slower than anticipated delivery rate does suggest that there is a need for additional site allocations which are viable and easily deliverable and genuinely contribute to the 5 year housing land supply.
- 7.11 The lower than anticipated permissions and completions recorded in Severnside settlements is also attributable to the slower than anticipated progression of allocated strategic housing sites in this area. However, this is considered to signal a temporary issue, rather than an issue with the suitability or effectiveness of the strategy itself.
- 7.12 While it is recognised that an early review would be in advance of the statutory 4 year review (due in 2018), given the importance attached to the land supply issue an early review is considered necessary. This would also assist in seeking to avoid 'planning by appeal' and ad hoc development coming forward outside the development plan system and not in accordance with the Plan's strategy. However, it is also recognised that adopting a pragmatic approach to the determination of departure applications for residential development sites will assist in this context (as recognised in TAN1, paragraph 6.2).
- 7.13 In view of this, it is considered that an early review of the LDP is necessary because of the housing land supply shortfall. It is not considered that any other aspects of the Plan need reviewing at this time.

Supplementary Planning Guidance

- 7.14 Progress has been made with the preparation and adoption of supplementary planning guidance to help to facilitate the interpretation and implementation of LDP policy which is detailed in Section 3. SPG preparation/adoption will continue in the next monitoring period.

Sustainability Appraisal (SA) Monitoring

- 7.15 Section 6 expands the assessment of the performance of the LDP against the Sustainability Appraisal (SA) monitoring objectives. There is an overlap between some of the LDP and SA indicators helping to demonstrate how the LDP monitoring and SA monitoring are interlinked.
- 7.16 Some of the most notable findings specific to the SA during the current monitoring period include:

- 100% of major new development approved during this monitoring period is located within a 10 minute walk from a frequent and regular bus service.
- 4.6ha of open space created as a result of planning permissions.
- One tree protected by a Tree Preservation Order lost to development.
- One location where annual objective levels of nitrogen dioxide was exceeded.
- 4 of 5 allocated sites and all other developments of over 10 dwellings/1ha incorporated SUDS into the scheme.
- 100% of groundwater bodies have 'good' quantity status.
- 0 instances where rivers across the County experienced summer low flow.
- 0 hectares of agricultural land at Grade 3a and better lost to major development.
- 6.6% increase in tourism expenditure (£186.65 million).

7.17 The SA monitoring provides a short term position statement on the performance of the Plan against a number of sustainability indicators. As such it is compared to the baseline data set out in the previous AMR only and emerging trends will become more apparent in future AMRs.

Recommendations

7.18 The 2015-16 AMR indicates that good progress has been made in implementing many of the Plan's policies and that overall the strategy remains sound. However, the AMR also indicates that the LDP's key housing provision policies are not functioning as intended and the lack of a 5 year housing land supply is a matter of concern that needs to be addressed if the Plan's housing requirements are to be met. An early review of the LDP is therefore considered necessary because of the housing land supply shortfall. The Plan revision is likely to involve the identification/allocation of additional viable and easily deliverable sites to boost the land supply. As there are no concerns with other Plan policies at this stage it is not considered necessary to review other aspects of the Plan at this time.

7.19 Recommendations:

1. Commence an early review of the Monmouthshire LDP as a result of the need to address the shortfall in the housing land supply and facilitate the identification/allocation of additional housing land. This will involve the production of a Review Report which will set out and explain the scope of the Plan revision required.
2. Submit the second AMR to the Welsh Government by 31 October 2016 in accordance with statutory requirements. Publish the AMR on the Council's website.
3. Continue to monitor the Plan through the preparation of successive AMRs.

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monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

| | |
|---|--|
| <p>Name of the Officer completing the evaluation Mark Hand</p> <p>Phone no: 01633 644803 E-mail: markhand@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal</p> <p>Submit the adopted Monmouthshire Local Development Plan (LDP) second Annual Monitoring Report (AMR) to the Welsh Government in accord with statutory requirements and to publish the Report on the Council's website.</p> |
| <p>Name of Service</p> <p>Planning (Planning Policy)</p> | <p>Date Future Generations Evaluation form completed</p> <p>08/09/2016</p> |

Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.





| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|-----------------|--|---|
| | <p>Informative: <i>The LDP was adopted by the Council in February 2014 and sets out the Council's vision and objectives for the development and use of land in Monmouthshire, together with the policies and proposals to implement them over the ten year period to 2021.</i></p> <p><i>As part of the statutory development plan process the Council is required to prepare an Annual Monitoring Report (AMR). The AMR monitors the effectiveness of the LDP strategy and policies. It allows the Council to assess the LDP's impact on the social, economic and environmental well-being of the County and identifies any significant contextual changes that might influence the plan's implementation or review.</i></p> | |


| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|--|---|
| | <p><i>The AMR records the effectiveness of the LDP strategy and policies against an established monitoring framework, including a range of sustainability objectives. As such the purpose of an AMR is to record impact rather than make a direct impact on characteristics.</i></p> <p><i>In order to monitor LDP performance consistently, Plans need to be considered against a standard set of monitoring indicators and targets. These are contained within the LDP Monitoring Framework prepared in accord with Welsh Government regulations and guidance.</i></p> <p><i>The key conclusion from the second AMR is that there is a need to review the Plan. The 2015-16 AMR concludes that while good progress has been made in implementing many of the Plan's policies and that overall the strategy remains sound, a number of key housing provision policy targets are not being met which indicates that these policies are not functioning as intended. The lack of a 5 year housing land supply is a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.</i></p> <p><i>An early review of the LDP is therefore considered necessary because of the housing land supply shortfall. As there are no concerns with other Plan policies at this stage the AMR concludes that is not considered necessary to review other aspects of the Plan at this time. The Plan revision is likely to involve the identification/allocation of additional viable and easily deliverable sites to boost the land supply.</i></p> <p><i>The AMR is required to be prepared each year following plan adoption, providing an annual evaluation of plan performance and year by year comparison. The findings of this second AMR have been analysed and compared to the findings in last year's report allowing emerging trends to be identified and reported on.</i></p> | |
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p><i>The LDP strategy seeks to increase employment opportunities within Monmouthshire; the policy framework protects existing employment sites and allocates additional land for employment use.</i></p> <p>Positive: The AMR monitors the implementation of the Plan as a whole, including employment policies.</p> | <p>Continue to monitor employment land supply and take up throughout the County through the annual Employment Land Survey undertaken by the Planning Policy Service. The data from this survey will inform the 2017 AMR. The results of the AMRs will identify trends and allow remedial action to be taken, if necessary, to ensure the LDP objectives are</p> |

| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|---|
| | Negative: None. | being delivered, those objectives being directly related to creating a prosperous Wales. |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | <p><i>The LDP strategy seeks to maintain and enhance biodiversity within Monmouthshire; the policy framework protects existing sites and promotes green infrastructure.</i></p> <p>Positive: The AMR monitors the implementation of the Plan as a whole, including biodiversity impacts.</p> <p>Negative: None.</p> | <p>Continue to monitor biodiversity throughout the County to inform the 2017 AMR.</p> <p>The Planning Policy Service will liaise with the Countryside Service to seek a way forward to monitor indicators for which data is currently unavailable and report on in the 2017 AMR. The results of the AMRs will identify trends and allow remedial action to be taken, if necessary, to ensure the LDP objectives are being delivered, those objectives being directly related to creating a resilient Wales.</p> |
| <p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p> | <p>Positive: The AMR monitors the implementation of the Plan as a whole. The sustainability appraisal/strategic environmental appraisal measures LDP impact on a range of sustainability indicators including air and water quality.</p> <p>Negative: None.</p> | <p>Continue to monitor sustainability indicators throughout the County to inform the 2017 AMR. The results of the AMRs will identify trends and allow remedial action to be taken, if necessary, to ensure the LDP objectives are being delivered. Creating healthy communities forms part of delivering sustainable development.</p> |
| <p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p> | <p>Positive: The AMR monitors the implementation of the Plan as a whole, including the spatial strategy.</p> <p>Negative: None.</p> | <p>Continue to monitor indicators to inform the 2017 AMR. The results of the AMRs will identify trends and allow remedial action to be taken, if necessary, to ensure the LDP objectives are being delivered. Creating healthy communities forms part of delivering sustainable, resilient and cohesive communities.</p> |

| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|--|
| <p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p> | <p>Positive: The AMR monitors the implementation of the Plan as a whole. The sustainability appraisal/strategic environmental appraisal measures LDP impact on a range of sustainability indicators. Preparation of the AMR allows the Council to assess LDP impact on the social, economic and environmental well-being of the County.</p> <p>Negative: None.</p> | <p>The SA/SEA monitoring frameworks provide a baseline position. Future AMRs will examine LDP impacts over a longer period and evidence the emergence of any trends at different spatial scales.</p> <p>Continue to monitor indicators to inform the 2017 AMR.</p> |
| <p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p> | <p>Positive: The AMR monitors the implementation of the Plan as a whole, including impact on community facilities. The Welsh language impact is a material planning consideration and was fully considered during the adoption of the LDP via the SA/SEA process.</p> <p>Negative: None.</p> | <p>Continue to monitor indicators throughout the County to inform the 2017 AMR. The Planning (Wales) Act 2015 provides a statutory basis to the established practice of giving consideration to the impacts of LDPs on the use of the Welsh language and that sustainability appraisals include specific consideration of such impacts.</p> |
| <p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p> | <p>Positive: Preparation of the AMR allows the Council to assess LDP impact on the social, economic and environmental well-being of the County.</p> <p>Negative: None.</p> | <p>Continue to monitor indicators throughout the County to inform the 2017 AMR. The results of the second AMR identifies an issue with housing sites being delivered and housing land supply. This affects the ability of our communities to secure appropriate and affordable accommodation. It is therefore recommended that LDP review commences. Creating a more equal Wales forms part of delivering sustainable development.</p> |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|--|---|---|
|  <p>Balancing short term need with long term and planning for the future</p> | <p><i>We are required to look beyond the usual short term timescales for financial planning and political cycles and instead plan with the longer term in mind (i.e. 20+ years)</i></p> <p>This second AMR measures short/medium term impacts since Plan adoption and provides a baseline for future comparative analysis. Sustainable development is central to the adopted LDP.</p> | <p>Successive AMRs will be prepared on an annual basis, providing both an annual evaluation of plan performance and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for the next LDP.</p> |
|  <p>Working together with other partners to deliver objectives</p> | <p>The AMR measures plan implementation and delivery. The LDP was prepared through extensive engagement with a wide range of internal and external stakeholders.</p> | <p>The Council will continue to monitor and report on in the 2017 AMR and will consider actions required in light of the AMR findings. The AMR indicates that the Plan's objectives are not being delivered, specifically in terms of housing sites coming forward, and therefore officers recommend that there is a need to review the Plan.</p> |
|  <p>Involving those with an interest and seeking their views</p> | <p><i>Who are the stakeholders who will be affected by your proposal? Have they been involved?</i></p> <p>The LDP was prepared through extensive engagement with a wide range of internal and external stakeholders.</p> | <p>There is no requirement to undertake consultation on this AMR. The recommended review of the LDP will be taken forward through extensive stakeholder engagement, expanding on the methods used previously.</p> |
|  <p>Putting resources into preventing problems occurring or getting worse</p> | <p>The AMR demonstrates the extent to which the LDP strategy and objectives are being achieved and whether the plan's policies are functioning effectively. Emerging trends may be identified and appropriate action considered at an early stage.</p> | <p>The AMR concludes that a review of the LDP is necessary ahead of any formal statutory review requirement.</p> |

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|--|--|--|
|  <p>Positively impacting on people, economy and environment and trying to benefit all three</p> | <p><i>There is space to describe impacts on people, economy and environment under the Wellbeing Goals above, so instead focus here on how you will better integrate them and balance any competing impacts</i></p> <p>The AMR measures the impact of the LDP on the social, economic and environmental well-being of the County.</p> | <p>The AMR concludes that a review of the LDP is necessary ahead of any formal statutory review requirement.</p> <p>Future AMRs will examine LDP impacts over a longer period and evidence the emergence of any trends at different spatial scales. Delivering sustainable development (social, economic and environmental) is central to the LDP.</p> <p>Continue to monitor indicators to inform the 2017 AMR.</p> |

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|----------------------------------|--|--|--|
| Age | The AMR includes indicators that monitor health and access to community facilities and open space. These matters affect all of our communities but could disproportionately affect children and elderly people who may have limited ability to travel greater distances. | None | The AMR includes indicators that monitor health and access to community facilities and open space. |
| Disability | The AMR includes indicators that monitor health and access to community facilities and open space. These matters affect all of our communities but could disproportionately affect people with disabilities who may have limited ability to travel greater distances. | None | The AMR includes indicators that monitor health and access to community facilities and open space. |
| Gender Reassignment | None | None | N/A |
| Marriage or civil partnership | None | None | N/A |
| Race | None | None | N/A |
| Religion or Belief | None | None | N/A |
| Sex | None | None | N/A |
| Sexual Orientation | None | None | N/A |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Welsh Language | None | None | <p>This and successive AMRs will measure the impacts of the LDP on a range of social, economic and environmental indicators. The Planning (Wales) Act 2015 provides a statutory basis to the established practice of giving consideration to the impacts of LDPs on the use of the Welsh language and that sustainability appraisals include specific consideration of such impacts.</p> <p>The AMR will be published in Welsh and English.</p> |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|---|---|--|
| Safeguarding | None | None | N/A |
| Corporate Parenting | None | None | N/A |

5. What evidence and data has informed the development of your proposal?

An extensive range of data sets have been used to prepare the AMR, from a wide range of sources both internal and external to the Council. These are clearly referenced in the document, but include:

The Development Management planning application database and Monmouthshire County Council publications including:

- Monmouthshire LDP 'Retail Background Paper', February 2016.
<http://www.monmouthshire.gov.uk/app/uploads/2016/03/Retail-Background-Paper-2015.pdf>
- Monmouthshire LDP 'Employment Background Paper', June 2016.
<http://www.monmouthshire.gov.uk/app/uploads/2016/06/Employment-Land-Background-Paper-June-2016.pdf>
- Monmouthshire 'Joint Housing Land Availability Study', July 2016.
<http://www.monmouthshire.gov.uk/app/uploads/2016/07/JHLA-Study-2016.doc.pdf>

Additional data has been provided by colleagues in the Conservation, Countryside, Economic Development, Housing, Waste and Transport Services.

External sources of data include Welsh Government, Cadw, Natural Resources Wales.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

Positive - The AMR is a positive tool for monitoring the effectiveness of the LDP and ultimately determining whether any revisions to the plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the plan's policies are functioning effectively. It allows the Council to assess the impact of the LDP on the social, economic and environmental well-being of the County and identifies any significant contextual changes that might influence the Plan's implementation or review.

The AMR is required to be prepared each year following plan adoption, providing an annual evaluation of plan performance and year by year comparison. This is the second AMR to be prepared since the adoption of the LDP and is based on the period 01 April 2015 – 31 March 2016. The findings of this second AMR have been analysed and compared to the findings in last year's report allowing emerging trends to be identified and reported on.

The AMR concludes that a review of the LDP is necessary ahead of any formal statutory review requirement.

Negative – None. There are no implications, positive or negative, for corporate parenting or safeguarding.

Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

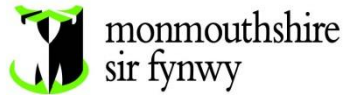
| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|---------------------------------|---|--|---|
| Commence LDP review. | Seek Cabinet approval October 2016 Prepare Review Report and timetable late 2016/early 2017 for submission to Welsh Government | Head of Planning Planning Policy Team | Report on in third AMR 2017. Political reporting in 2016/17. Preparation of LDP Review Timetable and Community Involvement Scheme and Delivery Agreement. |

8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:

In 2017 the third AMR will be prepared and reported to Planning Committee and Cabinet Member prior to 31/10/2017. This is the deadline for AMR submission to the Welsh Government in line with statutory requirements.

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| SUBJECT: MONMOUTHSHIRE PLANNING SERVICE ANNUAL PERFORMANCE REPORT |
| MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE |
| DATE: 27 SEPTEMBER 2016 |
| DIVISION/WARDS AFFECTED: ALL |

1 PURPOSE

- 1.1 To provide Members with a report on the performance of the Planning service for the period 2015-16.

2. RECOMMENDATION:

- 2.1 To note the contents of the second Annual Performance Report for submission to the Welsh Government by 31 October 2016 and comment accordingly.

3 BACKGROUND

- 3.1 The Welsh Government requires all Local Planning Authorities (LPAs) in Wales to submit an Annual Performance Report for the planning service by 31st October 2016. This requirement links with the new Planning (Wales) Act 2015, and the Welsh Government's objective of creating a positive and enabling planning service. The Act includes new powers for the Welsh Government to intervene, including removing planning powers from a Local Planning Authority, requiring the preparation of joint Local Development Plans (LDPs), or requiring the merger of LPAs.
- 3.2 This is the second Annual Performance Report (APR). The first APR was reported to this Select Committee in November 2015 and the opportunity to review and discuss performance was welcomed by the Committee, with a request that it become an annual item.
- 3.3 The APR looks at the performance of the planning service against nationally set performance indicators, Welsh Government targets, the Wales average performance, and Monmouthshire's performance last year. The results are considered in the context of the challenges, opportunities, priorities and resources (staffing and financial) available. The objective of the APR is to reflect on and celebrate good performance, identify areas for improvement, and look across Wales to identify potential areas of best practice that Monmouthshire could learn from or share with others.
- 3.4 The APR is divided into sections, with the format and appearance being consistent throughout Wales, and all LPAs reporting on the same performance indicators. The report looks at where the planning service sits corporately, how it is structured and how its work fits with corporate priorities; local pressures; customer feedback; and performance. 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.

This Framework was established by the Welsh Government in partnership with Local Planning Authority representatives, and Monmouthshire's Head of Planning sat on the working group. Performance is ranked as 'good', 'fair' or 'needs improvement'.

3.5 The Annual Performance Report is provided at Appendix 1.

4 KEY ISSUES

4.1 The planning service's work links directly with Monmouthshire County Council's objective of delivering sustainable, resilient communities. The service is directly involved with wider corporate projects such as 21st Century Schools, rationalising our estates portfolio and forms an integral part of the emerging work on Future Monmouthshire.

4.2 Key areas of work for the Planning Service include:

- Providing pre-application advice to customers;
- Determining planning applications in accordance with adopted policy and material planning considerations, taking into account stakeholder comments and corporate objectives;
- Securing financial contributions from developers to offset the infrastructure demands of new development and meet the need for affordable housing;
- Safeguarding the County's 2400 Listed Buildings and 31 Conservation Areas, areas of archaeological sensitivity, the Wye Valley AONB, the Brecon Beacons National Park and the European designated Special Protection Areas and Special Areas of Conservation;
- Taking robust enforcement action against unauthorised development that is unacceptable;
- Raising awareness of the statutory role and importance of the land use planning framework, building on the high levels of engagement underpinning the LDP process;
- Preparing supplementary planning guidance (SPG) to assist with the implementation and interpretation of LDP policy;
- Implementing the Council's LDP through engaging and working with communities, and partnership working with internal and external partners to foster the co-creation and growth of enterprise, community and environmental well-being. This will include involvement with the Whole Place work and Local Well-being Plan; and
- Monitoring and evaluating Plan policies and the process of Plan preparation.

Customer service feedback

4.3 Between 2010 and 2012 the Council's planning service underwent a Systems Thinking review. This review sought to strip the function back to first principles: what is important to our customers, and how can waste (actions or procedures that do not add value to the outcome) be eliminated. This evidence-based review has been fully implemented, although part of the Systems Thinking approach requires services to be kept under review and closely monitored.

- 4.4 This review identified that the following things are important to customers:
- Customers value pre-application advice and advice during the consideration of the application;
 - They want officers to be accessible and for there to be open and honest communication;
 - They want consistency of pre-application advice and in validation of applications;
 - They want Planning Committee to follow the officer's recommendation and value being able to have a dialogue with Members prior to determination;
 - They don't want too many conditions being attached to decisions, and when conditions are imposed they should be relevant and easy to discharge;
 - They value being able to submit an application online and to search for applications and information online; and
 - Third parties value being listened to during the application process.
- 4.5 The service therefore operates with these priorities as guiding principles, shaping behaviour and procedures. The service is committed to having an outcome focus rather than chasing arbitrary performance targets that are not a priority to our customers.

5 ACTIONS FROM OUR PREVIOUS APR

5.1 Our 2014/15 Annual Performance Report identified four actions:

ACTION 1: Work with consultees to seek more timely responses.

ACTION 2: Increased use of extension of time letters where decisions cannot be made within 8 weeks.

- 5.2 These actions were in response to the proportion of applications determined within agreed timescales which was an amber indicator last year (76% against a target of 80%). Work is on-going in relation to Action 1 and there is on-going dialogue with two internal consultee departments to seek to identify ways of focussing their stretched resources on priority cases and achieving efficiencies via the pre-application service.
- 5.3 While our evidence shows that customers prefer a positive outcome than a quick decision, we fully recognise that if customers are going to continue using our pre-application advice service (which streamlines the subsequent stages, improves outcomes and generates fee income), they must receive timely and meaningful responses. In addition, new regulations allow customers to claim an application fee refund if their application is not determined within a given timescale. We can avoid this risk by agreeing extended deadlines, and Action 2 has been fully implemented, however customers will not be willing to agree a time extension if they cannot see a timely conclusion being reached or have previously received poor service.
- 5.4 This indicator remains amber for the 2015/16 reporting period, however performance has improved from 76% to 79%, and to provide context, only 8 Authorities in Wales achieved the 80% target. Work with internal consultees will continue in 2016/17 (see Section 7 of the APR).
- ACTION 3:** Report appeal decisions to Planning Committee to facilitate shared learning.
- 5.5 This Action related to an amber indicator regarding one appeal costs award against the Authority (Llanvaplly solar farm). This action has been fully implemented and appeal decisions are reported to Planning Committee every month for discussion and

learning. There have been no appeal costs awarded against us in 2015/16 and we are awaiting decisions on two applications for awards of costs in our favour where we consider that appellants have behaved unreasonably and resulted in unnecessary expense to the Council.

ACTION 4: Undertake additional benchmarking and identify and learn from best practice.

- 5.6 This Action related to the proportion of enforcement cases resolved within 180 days. There was no target set by the Welsh Government for this indicator, however Monmouthshire's performance of resolving 67% of enforcement cases within 180 days of receipt fell below the Wales average of 77%.
- 5.7 Our performance against this indicator has improved in this reporting period (70%) but remains below the Welsh average (which has reduced to 73%). Monmouthshire's Development Services Manager sits on a performance indicator working group set up by the Welsh Government and the enforcement indicators are being revised in response to concerns about the clarity and value of their current wording. Performance against this indicator fluctuates throughout Wales from 90% to 38%, and there is some doubt that all Authorities are using the latest performance indicator definition: the work by Swansea City Council identified three slightly different definitions for this indicator in different documents.
- 5.8 The identification of this action in 2014/15 was predicated on the view that our performance might simply reflect the amount of formal action being taken: if we are taking more formal action, or inviting more retrospective applications to seek to regularise breaches, our performance will compare less favourably than an Authority that does not pursue formal action and simply closes cases as not expedient to pursue (which might be quicker but is arguably not achieving a positive outcome). The action therefore proposed to undertake further benchmarking to understand the context of Monmouthshire's performance and to identify and learn from best practice in another Welsh Local Planning Authority. This benchmarking has not been undertaken due to limited time and resources. With hindsight, while this benchmarking information would have been of interest, it would not have improved our performance, just sought to have justify it. An alternative action is therefore proposed this year.

6 CONCLUSIONS AND RECOMMENDATIONS OF 2015/16 APR

- 6.1 Based on the customer feedback in Section 5 and the performance information in Section 6 and Appendix A of the APR, we can be proud of the service we deliver. During this period:
- The number of applications we received increased;
 - The number of applications we determined increased; and
 - The number of applications we approved increased.
- 6.2 A summary table of our performance can be found in Appendix A of the APR. One of the 18 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. Of the 17 applicable indicators:

- 11 have targets set by the Welsh Government. Monmouthshire's performance is ranked 'good' against 9, and 'fair' against 2. The 'fair' result relates to the proportion of planning applications determined within the required timescale, where we achieved 79%, narrowly missing the 'good' target of 80%; and the average time taken to determine all applications where our performance (68 days) narrowly missed the 'good' target of 67 days¹;
- We performed above the Wales average in 16 of the 17 applicable indicators. The indicator for which performance was below Wales average related to the proportion of enforcement cases fully resolved within 180 days, where we achieved 70% against a Wales average of 73%². Further commentary is provided on this indicator in Section 6 of the APR.

| | Number of indicators |
|---|----------------------------|
| Welsh Government target has been set and our performance is 'good' | 9 |
| Welsh Government target has been set and our performance is 'fair' | 2 ¹ (see above) |
| Welsh Government target has been set and our performance 'needs improvement' | 0 |
| No target has been set but our performance is above the Wales average | 5 |
| No target has been set but our performance is slightly below the Wales average | 1 ² (see above) |
| No target has been set but our performance is significantly below the Wales average | 0 |

6.3 Our performance improved against 12 of the 17 applicable indicators, and declined slightly against 5 indicators compared to last year. However, it should be noted that in all of the cases where performance declined, we remained significantly above the Wales average, and where a target was set by the Welsh Government, we are still ranked 'good' or 'fair'. The only indicator of concern is our housing land supply, which we know has since dropped to 4.1 years' supply, below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR).

6.4 The declining performance related to:

| Indicator | 2014/15 | 2015/16 | Wales average | WG target |
|---|------------|------------|---------------|------------|
| 5 year housing land supply | 5.2 years' | 5.0 years' | 3.9 years' | 5.0 years' |
| Average time taken to determine major planning applications | 95 days | 121 days | 213 days | n/a |
| Average time taken to determine all planning applications | 62 days | 68 days | 77 days | <67 days |
| Average time taken to investigate enforcement complaints | 12 days | 16 days | 88 days | n/a |
| Average time taken to resolve enforcement cases | 120 days | 143 days | 210 days | n/a |

6.5 Three actions are identified going forwards.

Speed of determining applications

6.6 79% of applications were determined within agreed timescales, against a Welsh Government target threshold for good performance standing at 80%. The average time taken to determine all applications was 68 days, narrowly missing the 'good' target of 67 days. While it is accepted that timely decisions can have economic benefits, of greater importance to investors is clarity and certainty, and our evidence is that, within reason, customers are happy to have a slightly slower decision if it is a favourable one. We therefore place greater importance on securing a positive outcome.

6.7 However, this is an area for potential improvement, and one area for attention is delays in receiving consultee replies. Areas for consideration include reviewing the consultations sent to see if limited resources can be better focused on the most important matters; and ensuring consultees understand the implications of delays in terms of customer service, Plan delivery, economic impacts and potential fee refunds. It is therefore proposed to continue the action commenced last year:

ACTION 1: Work with consultees to seek more timely responses.

Speed of resolving enforcement cases

6.8 The Welsh Government is yet to provide a target for this indicator, however Monmouthshire's performance of resolving 70% of enforcement cases within 180 days of receipt falls below the Wales average of 73%. It is also known that this indicator is under review in 2016/17. However, customer feedback and complaints often relates to perceived delays in enforcement cases. These issues are certainly not unique to Monmouthshire, and the problem is at least in part due to a misunderstanding of the powers available to us and/or unrealistic expectations. Performance has improved compared to last year, however there remains scope for further improvement. Consideration will be given to streamlining our processes via a triage approach based on a pilot developed by Swansea City Council, and arranging Town and Community Council training to improve understanding and better manage expectations.

ACTION 2: Streamline enforcement processes following a triage system

ACTION 3: Arrange a training seminar on planning enforcement for Town and Community Councils via the new area-based clusters.

Opportunities going forward:

6.9 The following opportunities for the coming year have been identified:

- To improve the web site experience for customers and increase the amount of information available via GIS, which would drive out waste and enable channel shift so that more customers can self-serve;
- To replace the inefficient data base for planning applications to reduce waste for staff, including the production of standard letters and monitoring reports;
- To work towards being a paperless office to reduce printing, copying and postage costs;

- Collaboration with the Village Alive Trust and interested Preservation Trusts or investors to engage and work with the owners of Listed Buildings on the At Risk register or to acquire them from the current owner;
- Adopt CIL; and
- Adopt SPG to ensure the accurate implementation and interpretation of planning policy, in particular in relation to tourism development to support economic growth;
- To identify, implement and/or disseminate best practice via the Planning Performance Advisory Group, Planning Officers' Society for Wales or other working groups;
- Succession planning.

6.10 Progress will be measured via our 2015-16 Annual Performance Report, 2015-16 LDP Annual Monitoring Report, and our 2015-16 Service Improvement Plans.

AUTHOR

Mark Hand
Head of Planning, Housing and Place-Shaping
01633 644803
markhand@monmouthshire.gov.uk

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Monmouthshire Local Planning Authority (LPA)

PLANNING ANNUAL PERFORMANCE REPORT (APR) – 2015-16

PREFACE

I am very pleased to introduce the second Annual Performance Report for Monmouthshire County Council's planning service.

This report shows that Monmouthshire's planning service continues to perform very well, with all but two indicators ranked 'good' against the Welsh Government's targets, and all but one indicator scoring above the Welsh average. Of particular significance, the service scored above the Welsh average in terms of customer service feedback, demonstrating the planning service's commitment to an outcome-focused approach.

Good planning is central to the Council's objective of building sustainable, resilient communities while also generating growth in the economy and protecting the heritage and landscapes that make our County the beautiful place it is.

Councillor Peter Fox, Leader of Monmouthshire County Council

1.0 EXECUTIVE SUMMARY

1.1 This is Monmouthshire's second Annual Performance Report, which looks at the performance of the planning service against nationally set performance indicators, Welsh Government targets, the Wales average performance, and Monmouthshire's performance last year. The results are considered in the context of the challenges, opportunities, priorities and resources (staffing and financial) available to us. The objective of the APR is to reflect on and celebrate good performance, identify areas for improvement, and look across Wales to identify potential areas of best practice that we could learn from or share with others.

1.2 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.

This Framework was established by the Welsh Government in partnership with Local Planning Authority representatives, and Monmouthshire's Head of Planning sat on the working group. Performance is ranked as 'good', 'fair' or 'needs improvement'.

1.3 Based on the customer feedback in Section 5 and the performance information in Section 6 and Appendix A, we can be proud of the service we deliver. During this period:

- The number of applications we received increased;
- The number of applications we determined increased; and
- The number of applications we approved increased.

1.4 A summary table of our performance can be found in Appendix A. One of the 18 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. Of the 17 applicable indicators:

- 11 have targets set by the Welsh Government. Monmouthshire's performance is ranked 'good' against 9, and 'fair' against 2. The 'fair' results relate to the proportion of planning applications determined within the required timescale, where we achieved 79%, narrowly missing the 'good' target of 80%; and where the average time taken (68 days) narrowly missed the 'good' target of 67 days;
- We performed above the Wales average in 16 of the 17 applicable indicators. The indicator for which performance was below Wales average related to the proportion of enforcement cases fully resolved within 180 days, where we achieved 70% against a Wales average of 73%. Further commentary is provided on this indicator in section 6;
- Our performance improved against 12 of the 17 applicable indicators, and declined slightly against 5 indicators compared to last year. The declining performance related to:
 - 5 year housing land supply;
 - Average time taken to determine major planning applications;

- Average time taken to determine all planning applications;
- Average time taken to investigate enforcement complaints;
- Average time taken to resolve enforcement cases.

However, it should be noted that in all of the above cases, our performance remains significantly above the Wales average, and where a target was set by the Welsh Government, we are still ranked 'good' or 'fair'. The only indicator above of concern is our housing land supply, which we know has since dropped to 4.1 years' supply, below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR).

1.5 Three actions are proposed going forward;

ACTION 1: Work with consultees to seek more timely responses on planning applications.

ACTION 2: Streamline enforcement processes following a triage system to reduce the time taken to resolve cases.

ACTION 3: Arrange a training seminar on planning enforcement for Town and Community Councils via the new area-based clusters.

CONTEXT

2.1 This section sets out the planning context within which the Local Planning Authority operates, both corporately and in terms of Monmouthshire as a county, for the 2015-16 period.

Corporate Context

2.2 The Council adopted its Local Development Plan in February 2014 and submitted its first Annual Monitoring Report in October 2015.

2.3 The planning service's purpose links directly to Monmouthshire County Council's objective of building sustainable, resilient communities. The Council has identified four key priorities:

- 1) Education;
- 2) Protecting the most vulnerable in society;
- 3) Promotion of enterprise, economic development and job creation;
- 4) Maintaining locally accessible services.

2.4 The following Service Improvement Plan outcomes are directly relevant to the planning service:

- Older people are able to live their good life;
- People have access to appropriate and affordable housing;
- People have good access and mobility;
- People feel safe;
- Business and enterprise; and
- People protect and enhance the environment.

In accordance with Section 2(2) of the Planning (Wales) Act 2015 and the Well-being of Future Generations (Wales) Act 2015, the planning function must be exercised for the purpose of ensuring that the development and use of land contribute to improving the economic, social, environmental and cultural well-being of Wales. The Planning Service has a key role to play in this regard. The Council is starting work on its Local Well-being Plan.

2.5 The planning service is divided into two main areas: Development Management, which includes planning applications, enforcement and heritage management; and Planning Policy. During this reporting period, the service has undergone a number of significant improvements including being restructured, rebranded and co-located under a new Head of Service (see Section 3 below).

2.6 The Enterprise Directorate vision provides a strategic context for the development and promotion of an enterprising culture, which builds business resilience and creates excellent outcomes for our communities.

2.7 Development Management:

2.7.1 The Development Management service vision is: ***"To advise on, give permission for and ensure the best possible development"***. The purpose of the service is to implement the Council's statutory adopted Local Development Plan by enabling good quality development

in the right locations, and resisting poor quality development, or development in the wrong locations.

2.7.2 The main customer is the applicant, however there are numerous stakeholders including individuals, communities, businesses, third sector organisations, other Council services and elected Members.

2.8 Planning Policy:

2.8.1 The Planning Policy service vision is: ***“To ensure Planning Policy is at the heart of Sustainable Development in Monmouthshire”***. From this overarching vision, the distinct purpose of the Planning Policy service is: *“The mediation of space for the co-creation of sustainable, resilient and distinct places”*. The purpose of the Planning Policy Service is to establish and disseminate the statutory land use policy framework for corporate decision making and delivery of the Single Integrated Plan. This ensures that the land use and sustainable development objectives of the Council are met with regard to adequate supply of land in sustainable locations for housing, retail, recreation, education, transport, business, waste and other needs, whilst protecting the County’s valued environmental and cultural assets.

2.8.2 The main customers are individuals, communities, businesses living or based within the County, as well as third sector organisations, other Council services and elected Members.

2.9 Key areas of work for the Planning Service include:

- Providing pre-application advice to customers;
- Determining planning applications in accordance with adopted policy and material planning considerations, taking into account stakeholder comments and corporate objectives;
- Securing financial contributions from developers to offset the infrastructure demands of new development and meet the need for affordable housing;
- Safeguarding the County’s 2400 Listed Buildings and 31 Conservation Areas, areas of archaeological sensitivity, the Wye Valley AONB, the Brecon Beacons National Park and the European designated Special Protection Areas and Special Areas of Conservation;
- Taking robust enforcement action against unauthorised development that is unacceptable;
- Raising awareness of the statutory role and importance of the land use planning framework, building on the high levels of engagement underpinning the LDP process;
- Preparing supplementary planning guidance (SPG) to assist with the implementation and interpretation of LDP policy;
- Implementing the Council’s LDP through engaging and working with communities, and partnership working with internal and external partners to foster the co-creation and growth of enterprise, community and environmental well-being. This will include involvement with the Whole Place work and Local Well-being Plan; and
- Monitoring and evaluating Plan policies and the process of Plan preparation.

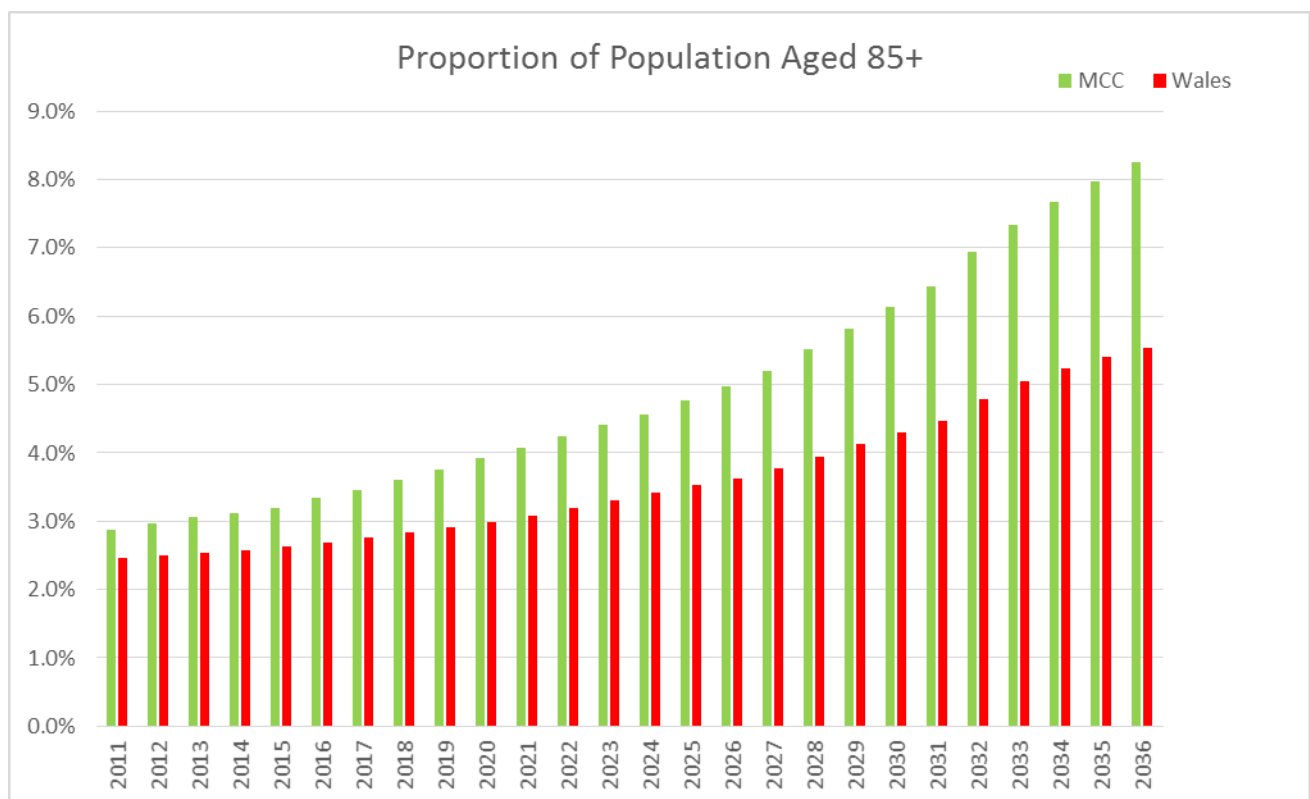
Local Context

2.9 Located in South East Wales, Monmouthshire occupies a strategic position between the major centres in South Wales, the South West of England and the Midlands. The County shares a border with the neighbouring Local Planning Authorities of Newport, Torfaen and Brecon Beacons National Park (BBNP) in Wales and Gloucestershire, the Forest of Dean and Herefordshire in England, with Severn crossing links to South Gloucestershire. The County forms the gateway to South Wales, and is part of the Cardiff Capital City Region. This location gives the County a distinctive identity.

2.10 Our people

2.10.1 Monmouthshire covers an area of approximately 88,000 hectares with a population of 91,323 in 2011, 7.9% of which resides within the BBNP area of the County. The County has a low population density of 1.1 persons per hectare – significantly lower than the South East Wales average of 5.3 persons per hectare – reflecting the area’s rural nature. Only 53% of the population lives in wards defined as being urban areas (i.e. with a population of more than 10,000).

2.10.2 Our population has been increasing steadily, up 7.6% between 2001 and 2011 compared with the Wales average of 5.5%. This increase is wholly attributable to inward migration, with natural change showing negative growth. The County has a relatively high and increasing proportion of older age groups, and a lower and decreasing proportion of younger adults compared with the UK and Wales averages: this trend is predicted to continue.



Source: Office for National Statistics

2.10.3 This demographic change has significant implications for economic activity and demand for services to enable our citizens to continue to live independent lives. The Council has started a project named 'Future Monmouthshire' to consider the needs and aspirations of our communities going forward, and how those will be met in the context of a rapidly changing public sector. The project is also considering the extent to which we are a hostage to fortune of these demographic changes, or if we can and should seek to change trends, for example by seeking to retain younger people in the County and the role of affordable housing and employment opportunities in achieving that. This work will provide important evidence, context and direction to the next Local Development Plan and to regional planning.

2.11 Housing and quality of life

2.11.1 The County has three broad categories of settlement:

- The historic market towns of Abergavenny, Chepstow and Monmouth have developed over many years to have a wide range of opportunities for employment, shopping, community facilities and public transport;
- The newer settlements in Severnside of Caldicot/Portskewett, Magor/Undy, Rogiet and Sudbrook where recent high levels of residential growth have taken place without the local jobs and community facilities to match. The area benefits, however, from a strategic location at the 'Gateway' to Wales with good access to the employment markets of Newport, Cardiff and Bristol;
- The rural area, containing the small town of Usk, the larger villages of Raglan and Penperlleni, and a large number of small villages, widely dispersed around the County.

2.11.2 Over the last decade, housing completions in the Monmouthshire LPA area have averaged approximately 240 dwellings per annum, although there have been significant annual variations with just 158 completions in 2009/10. To deliver the LDP housing requirement, 488 completions per annum are required. To date, completions since LDP adoption have averaged approximately 240 per annum. This is discussed in more detail in the LDP Annual Monitoring Report.

2.11.3 Average house prices are significantly higher than the Wales average (£248,500 compared to £161,400 average in 2013) resulting in a significant need for affordable housing (source: Hometrack data). Of the 3,719 dwellings completed between 2001 and 2013, 15.8% were classed as affordable. Of the 376 dwellings completed since LDP adoption, 21.2% are affordable units.

2.11.4 Monmouthshire is generally a prosperous County offering a high quality of life for its residents. This is reflected in the 2011 Welsh Index of Multiple Deprivation with none of the lower super output areas (LSOA) in Monmouthshire in the most deprived 10% in Wales. However, poor access to community facilities and declining local service provision is an issue for rural and ageing communities. The health of Monmouthshire's population is generally better than the Wales average, with greater life expectancies and higher proportion of residents classing themselves as being in good health (2011 Census). Fewer residents in the County suffer with a limiting long term illness compared with Wales as a whole. The rate of reported crime in Monmouthshire tends to be lower than for Wales as a whole.

2.12 Our economy

2.12.1 The County has a high proportion of working age people in employment (62.8% in 2011) compared to neighbouring Authorities or the Wales average (58.2%). Our economy is reliant on the public sector and services for employment:

- The public administration, education and health sector accounts for 33.3% of jobs;
- The distribution, retail, hotels and restaurants sector accounts for 27.4% of jobs;
- Tourism, as part of the services sector, is also important in the County accounting for 12.1% of jobs, higher than the Wales average (9.6%). There were over two million visitors to the County in 2012, with tourist expenditure amounting to nearly £158m thereby supporting 2,700 jobs.

(Business Register & Employment Survey 2012).

2.12.2 The County had 3,720 active enterprises in 2011, 27% of which were in the property and business services sector. Nearly 99% of the County's businesses are classified as small (i.e. up to 49 employees). Monmouthshire has experienced growth in eight of fourteen sectors in the decade to 2011, with the greatest increases in the property business services, hotels and catering and education and health sectors, while there has been a decline in the number of manufacturing businesses.

2.12.3 The 2015 Welsh Government Commuting Statistics indicate that 58.3% of the County's residents work in the area. Although less than the Welsh average of 69.4%, this is an improvement of last year's figure of 54.5%. This suggests that there has been some progress in meeting the aspiration to increase the proportion of resident workforce working within Monmouthshire over the Plan period. However, the same data source suggests that Monmouthshire has a net outflow of 900 commuters – with 17,800 commuting into the Authority to work and 18,700 commuting out. There was significant in-commuting from Torfaen (3,000), Newport (2,900), Blaenau Gwent (2,800) and from outside Wales (8,000). The main areas for out-commuting were Newport (3,900), Bristol (3,400), Cardiff (2,500) and Torfaen (2,100), with a further 6,400 commuting to other areas outside Wales. A relatively high proportion of Monmouthshire's residents travel long distances to work, with a high usage of the private car. Heavy reliance on the private car and limited opportunities for public transport is a particular issue in rural areas. These figures should be treated with caution, however, as the data is based on a small sample survey.

2.13 Communications

2.13.1 The County is easily accessible from the rest of Wales by the M4, A40, A449 and A4042 and from England by the M4 and M48 Severn Bridges and the A48, A40 and A465. The good road transport links connect the County to major population centres such as Cardiff, Newport and Bristol. Monmouthshire is served by a number of local and national bus routes, with main bus stations in the towns of Abergavenny, Chepstow and Monmouth. In terms of rail provision, Monmouthshire has four stations, at Caldicot, Chepstow and Severn Tunnel Junction in the south of the County and Abergavenny in the north.

2.13.2 Public rights of way include 1,499km of footpaths, 71km of bridleways, 84.5km of restricted byways and 1.5km of unrestricted byways. These public rights of way are complemented by permissive paths. The County has three long distance regional trails (Usk Valley, Wye Valley

and Three Castles) as well as the national trail (Offa's Dyke Path). The County also provides the start of the all-Wales coastal path. There are two national cycle routes within Monmouthshire, both of which run from Chepstow. The countryside access opportunities available in the County are one of its key assets, sustaining tourism and providing opportunities for economic regeneration.

2.13.3 The rural nature of the County and high proportion of SMEs means broadband and mobile communication are both vital and challenging. The Council is part of the Superfast Cymru project rolling out BT broadband, and was also a pilot Authority for a UK and Welsh Government sponsored project for AB Internet which is seeking to increase broadband coverage in rural communities that would not normally be commercially viable. Most of the infrastructure to enable this has secured planning permission and is in the process of being erected.

2.14 Our natural heritage

2.14.1 The County is noted for its rural beauty and has a rich and diverse landscape stretching from the coastline of the Gwent Levels in the South of the County, to the uplands of the Brecon Beacons National Park in the north, the picturesque river corridor of the Wye Valley AONB in the east, and the Blaenavon Industrial World Heritage Site to the north-west. The landscape and countryside of Monmouthshire contributes not only to the health and well-being of Monmouthshire's residents but also supports the important tourist economy.

2.14.2 Monmouthshire has significant biodiversity and nature conservation resources, a number of which are internationally or nationally recognised, including:

- The Severn Estuary Special Area for Conservation (SAC), Special Protection Area (SPA), Site of Special Scientific Interest (SSSI) and Ramsar Site (Wetland of international importance);
- The River Wye, River Usk, Wye Valley woodlands and Wye Valley Special Areas of Conservation (bat sites);
- 49 nationally designated Sites of Special Scientific Interest (SSSIs) – covering some 2,087 hectares. Most are woodland or grassland sites with others designated for their wetland or geological interest;
- Two National Nature Reserves (Fiddler's Elbow (woodland) and Lady Park Wood) and one Local Nature Reserve at Cleddon Bog;
- Approximately 650 non-statutory Sites of Importance for Nature Conservation (SINCs) predominantly in relation to grassland and ancient and semi-natural woodland areas.

The statutory sites cover 6,432 hectares, or 7.6% of the LPA area; 3,664 hectares of which comprises the Severn Estuary SPA.

2.14.3 Other key challenges facing the planning service include areas at risk of flooding (including most of the Gwent Levels and the flood plains of the Rivers Usk and Wye and their tributaries. There are, however, flood defences within the towns of Chepstow, Monmouth and Usk.

2.15 Our built heritage

2.15.1 The Monmouthshire LPA area has a rich built heritage and historic environment which includes:

- Approximately 2,400 Listed Buildings, of which 2% are Grade I, 10% are Grade II* and 88% are Grade II. Of note, around 176 Listed Buildings have been identified as being at risk.
- 31 Conservation Areas – designated for their special historic or architectural interest, covering some 1,648 hectares in total;
- 45 Historic Parks and Gardens – identified as having a Special Historic Interest, covering 1,910 hectares;
- 3 Landscapes of Outstanding Historic Interest identified by Cadw (parts of Blaenavon, the Gwent Levels and the Lower Wye Valley);
- 164 Scheduled Ancient Monuments.

2.15.2 The LDP is heavily reliant on greenfield sites to deliver its development needs due to a lack of brownfield sites. Air quality in Monmouthshire generally meets current standards, although there are two Air Quality Management Areas (AQMA) within the County, where objective levels of nitrogen dioxide may be exceeded. These are at Bridge Street in Usk and Hardwick Hill/Mount Pleasant in Chepstow. The Monmouthshire Contaminated Land Inspection Strategy has not identified any sites as being contaminated.

3.0 PLANNING SERVICE

Organisational setting

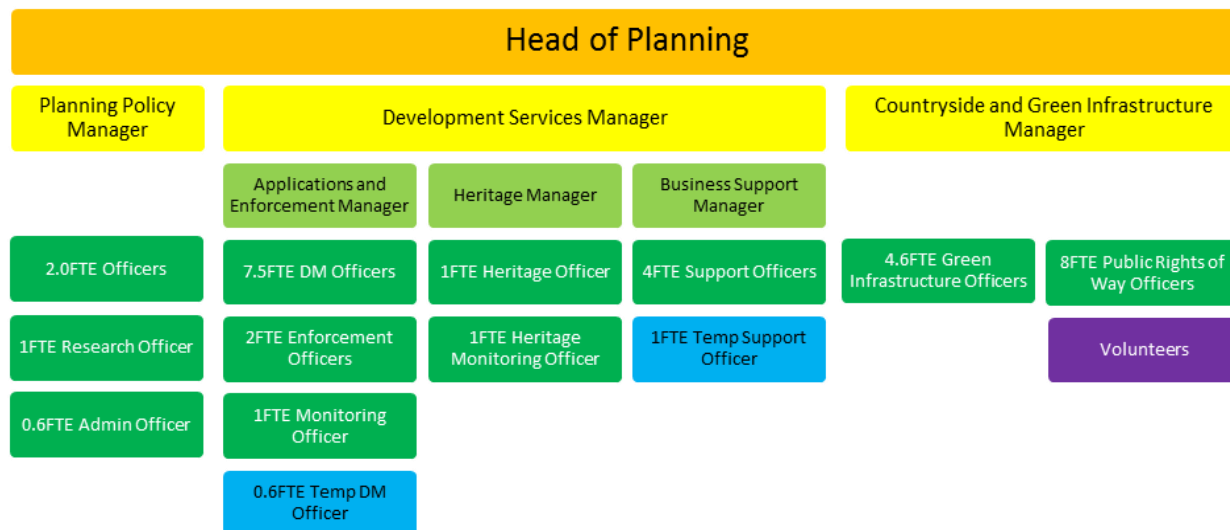
3.1 During this reporting period, the planning service has undergone a number of significant changes, including:

- Appointment of a new Head of Planning
- Re-branding from 'Development Control' to 'Development Management' to reflect and embed the role of planning in Monmouthshire as a positive enabling tool rather than a regulatory activity;
- Re-branding from 'Conservation' to 'Heritage Management' to reflect the importance of positively managing the built environment rather than preserving or resisting change;
- Re-branding from 'Development Plans' to 'Planning Policy' to better reflect the wider role of the team's work above and beyond the Local Development Plan;
- A restructure to locate the Development Management section alongside the Planning Policy section under the Head of Planning; and
- Physical relocation of the Development Plans team such that the whole planning service is now co-located in County Hall, Usk.

Department structure and reporting lines for the 2015-16 reporting period



Planning service staffing structure for the 2015-16 reporting period



- 3.2 In October 2015, the Welsh Government increased planning application fees and the (then) Minister wrote to all Local Planning Authorities setting out an expectation that the additional income is reinvested in the planning service. As recognised by the Welsh Government, application fee income covers only approximately 60% of the costs of delivering the Development Management service. In Monmouthshire, the additional planning fee income in 2016/17 will in part (£40k) be used to reduce the net cost of the planning service, and in part (£30k) be invested in service improvements by making permanent the temporary Support Officer post shown above and by creating an additional 0.5FTE Development Management post. This change will be fully implemented in 2016/17.

Links with other Council projects

- 3.3 There are a number of wider corporate activities that impact upon the planning service, or that the planning service supports and/or shapes:
- 3.3.1 Budget management
Local Government budgets have been heavily cut over recent years, and the planning service has had to make savings in the same way as all other unprotected services. This has comprised a combination of reduced expenditure, increased income budget lines, and reduced staffing costs. In this reporting period, savings (£30k) were achieved to reduce the service's net costs via increased fee income from the pre-application advice service (introduced in 2013/14) and from increased planning application fees, with further additional fee income used to secure two additional temporary members of staff (the part-time DM officer referred to above and a Senior Landscape and Green Infrastructure Officer). A budget mandate for a further £40k savings via extra income has been agreed for 2016/17 (see paragraph 3.2 above) and options for up to 10% savings for 2017/18 are being drafted.

3.3.2 Service improvement/Systems Thinking

The Council has reviewed a number of its services via a Systems Thinking approach. Planning underwent this review between 2010 and 2012, and it is now fully embedded. The review seeks to strip the service back to basic principles: who is the customer, and what is

important to them? As far as is possible (for example taking into account legislative requirements), activities that do not add value to the customer are removed.

In terms of the planning service, this has resulted in a high performing, outcome-focussed service. Officers are empowered to make decisions and take responsibility for their caseload from start to end. The outcome focus means that our emphasis is on securing a positive outcome where possible, rather than a focus on arbitrary performance targets. Performance against end-to-end times is monitored via monthly team meetings (also attended by the Head of Planning and Cabinet Member), however this monitoring is in the context that decision speed is only a small part of the wider picture, and is not always important to our customers.

3.3.3 Asset Management

In response to budget pressures, in addition to a wider desire to use our assets responsibly, the Council is undergoing a process of reviewing its estates portfolio and where appropriate, disposing of those assets. The planning service plays a key role in enabling best use of/return from those assets. As an example, planning permission has been granted for a solar farm on one of our own County farms. The revenue from energy generation can be reinvested into providing valuable services to our citizens.

The Local Development Plan includes 4 Council-owned sites as housing allocations. During this reporting period, a planning application was submitted for Coed Glas, Abergavenny, and pre-application community consultation was undertaken in relation to Rockfield Farm, Undy and Crick Road, Portskewett.

3.3.4 21st Century Schools

The planning service continues to play a key role in advising on and enabling the delivery of replacement school buildings as part of the 21st Century Schools project. The aim of this project is to give our young people the best possible start in life, and give them the best possible range of opportunities by the time they leave school. Construction has commenced on Caldicot and Monmouth comprehensive schools (approved in 2014 and 2015 respectively).

3.3.5 Whole Place

We have embarked on a programme of community-led place planning, with two Whole Place Plans completed to date. Work has commenced on the Lower Wye Whole Place Plan. There are opportunities for greater involvement from the planning service in this area of work, with potential links to CIL/community infrastructure priorities and Community/Place Plans. We have secured Welsh Government funding at the end of this reporting period to investigate how Place Plans, Whole Place and infrastructure planning can be better co-ordinated.

3.3.6 Local Transport Plan and Active Travel

We contributed towards the Council's Local Transport Plan in the previous reporting period, and will continue to work with colleagues to help enable delivery of the identified priorities and compliance with the Active Travel Act, whether this be via LDP allocations, planning application decisions or securing planning contributions.

3.3.7 IT improvements and 'channel shift'

The Council has a shared IT resource with Torfaen and Blaenau Gwent Councils, and through this is working towards implementation of a new planning back-office system. It is intended that this will be a shared system with Torfaen Council. Setting up the new system has been very resource intensive but we aim to 'go live' in December 2016.

The planning service is a key frontline service in terms of visibility and customer access. We have already introduced agile working and electronic document management, and work has been undertaken to improve our website to improve the ability of customers and stakeholders to self-serve where possible, as well as to comply with the Welsh Language Measures.

In 2016/17 we aim to improve the planning applications search functions on our website to allow customers to self-serve more easily. We also plan to move towards a paperless office, resulting in printing and postage savings. Going forward we would like to scan old microfiche records so that these are also available via our website, however this is prohibitively expensive at present.

3.3.7 Development Team approach

A fee-paying pre-application advice service was introduced in late 2013 which has been well received by customers and is now embedded. The service was reviewed this year in response to customer feedback and to align with the new mandatory pre-application service introduced in March 2016. This service includes offering a Development Team approach, which seeks to provide an integrated, round-table multi-disciplinary approach to pre-application enquiries. This has helped build positive relationships with other service areas, and help all parties to understand each other's objectives and priorities, leading to better outcomes.

In 2016/17 we will be one of three pilot Authorities, trialling the involvement of Ward Members in pre-application discussions. This will be reported upon in the next APR.

3.3.8 Best practice benchmarking

We are involved in various regional and all-Wales working groups, including:

- Planning Officers' Society for Wales (POSW) (meeting of all Chief Planning Officers from Welsh LPAs). Monmouthshire's Head of Planning is the current Chair;
- South East Wales Strategic Planning Group (SEWSPG) (meeting of planning policy lead officers from the ten SE Wales LPAs and the Brecon Beacons National Park). Monmouthshire's Head of Planning and Newport's Planning Policy Manager currently jointly chair this group;
- South East Wales Heritage Forum
- South Wales Enforcement Forum
- South Wales Development Management Group (meeting of the South Wales Development Management lead officers)

Towards the end of this reporting period, an informal group of DM officers and managers from the former Gwent Local Planning Authorities has started meeting to share best

practice and procedures in the light of new regulations coming into force. The objective is to discuss consistency on a more manageable basis, and feed learning back to all LPAs in Wales.

Monmouthshire's Head of Planning sits on the Welsh Government's Positive Planning Advisory Group representing all Welsh Local Planning Authorities working alongside the private sector, Royal Town Planning Institute, Welsh Local Government Association and Welsh Government to co-ordinate the identification, promotion and dissemination of best practice.

- 3.3.9 In addition to the above, we hold monthly liaison meetings between the Planning Policy and Development Management teams to aid interpretation and implementation of the recently adopted Local Development Plan. This has provided a valuable forum to ensure a cohesive and consistent planning service is provided.

Operating budget

- 3.4 The operating budget for the service is shown below together with the changes from last year:

| | Costs | Income | Net Cost | Change |
|-----------------|-------------------|-----------------|-----------------|------------------|
| 2013-14 | £1,648,800 | £601,200 | £1,047,600 | |
| 2014-15 | £1,397,400 | £614,900 | £782,500 | £-265,100 (-25%) |
| 2015-16 | £1,360,500 | £669,900 | £690,600 | £-91,900 (-12%) |
| 2016-17* | <i>£1,478,200</i> | <i>£668,400</i> | <i>£809,800</i> | |

*Budgeted figures are shown for 2016-17, actual figures are shown for the other years

- 3.5 The two main costs for the service are staff costs and the LDP budget (money is transferred from the above budget to sit in an LDP reserve, built up to fund the next LDP). Income is generated by planning application fees and pre-application advice (the latter amounts to approximately £38,000 per annum).
- 3.6 For 2016/17, planning application fee income is estimated to rise slightly, given the life cycle of the Local Development Plan and the drop in housing land supply below 5 years'. However, this will be partially offset by the likelihood that some applications for residential development on unallocated sites will be refused, which will involve additional expenditure to defend decisions at appeal. In addition, new regulations are in force as of allowing applicants to claim a fee refund if their application is not determined within 24 or 32 weeks of an agreed deadline. Every effort will be made to avoid incurring fee refunds, and where extended deadlines are not agreed by customers, it is likely that applications will have to be refused without further negotiation. This is not the outcome based focus that we strive to achieve, but is unavoidable if customers will not agree time extensions.
- 3.7 A temporary Development Management Officer post has been funded using the increased income (in post since January 2015) and a fixed term Landscape Officer post has been created for 2015-16.

- 3.8 Research by the Welsh Government identifies that application fees recover approximately 60% of the cost of dealing with planning applications. Additional costs are incurred through the work involved in the statutory Development Plan, and via other services such as enforcement and heritage management. Increased planning application fee income is not ring-fenced to the planning department as such, however budgeted increases in income are mostly used to reduce the net cost of the service to the Council. In-year windfall extra income is used to balance the Council's budgets and offset overspend in other services. Conversely in previous years, underspend in other services was used to offset planning's under-recovery of income, when the economic downturn resulted in a sudden drop in fee income.
- 3.9 Application fee income has fluctuated significantly over recent years, and this poses a challenge for budget management going forward. Fee income is heavily influenced by the wider economy, for example house-building (which itself is affected by mortgage lending and development viability) and other funding streams (for example the feed-in tariff for renewable energy schemes).

| | 2010-11 | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|------------------------|---------|---------|---------|---------|---------|---------|---------|
| Budgeted income | £374k | £462k | £473k | £490k | £525k | £633k | £668k |
| Actual income | £459k | £375k | £415k | £596k | £584k | £664k | |

Staff resources

- 3.10 Staffing levels for the reporting period are shown in the chart at paragraph 3.2 above. Staffing levels in the planning service have reduced by 5.2FTE between 2013 and the end of this reporting period. However, it has been recognised that resources are stretched too thinly and additional fee income has been invested in employing a 1.0FTE fixed term Senior Landscape and Green Infrastructure Officer in 2015, a 0.6FTE fixed term DM Officer and a 1.0FTE fixed term Business Support Officer. Work is underway in 2016/17 to make the 0.6FTE DM Officer permanent, recruit an additional 0.5FTE DM Officer, and to make the 1.0FTE Business Support Officer permanent and upskill the post to enable the successful candidate to deal with a caseload of minor applications.
- 3.11 For the reporting period, sickness levels were low, with an average of 4.75 days per colleague lost due to sickness. A significant proportion of total sickness was due to one incident of long term sickness.
- 3.12 Training and development opportunities provided for colleagues during the reporting period include interpreting LDP policy on affordable housing financial contributions and Green Infrastructure (the combined approach to landscape, biodiversity and ecology). This is in addition to in-house development opportunities provided via Development Management and Planning Policy Liaison Meetings. External training and development opportunities included attendance at events run by TCPA on garden suburbs or settlements, Frances Taylor Building Law on recent legal changes in planning law and the RTPi Wales Planning Conference. Training for all officers was organised with an external trainer on the economic viability of housing developments and there was joint training with Newport City Council on the Gypsy and Traveller community and the planning process (organised by Welsh

Government). Joint working also included reviewing our Environmental Impact Assessment screening process with assistance from Newport City Council. Design tours were held for Planning Committee Members and for officers to visit completed developments of various types around the County to learn what has worked and what could be better next time. A Member seminar was held on CIL and on the new planning regulations, and these seminars were also delivered to 6 Town or Community Councils. Planning Aid Wales delivered training to Town and Community Councils. The Head of Planning has spent half a day with 13 out of 18 Planning Committee Members to get to know them and the County.

3.13 100% of colleagues have had an annual appraisal during the reporting period.

4.0 YOUR LOCAL STORY

Workload

4.1 Key projects during the reporting period included:

- Using Twitter [@MCCPlanning](#) to increase community awareness and opportunities for engagement, for example by tweeting Committee agendas, links to Planning Committee webcasts, the receipt of major applications, and key consultation for example SPG;
- Concluding a long-standing piece of work with the consultation on and adoption of 18 Conservation Area Appraisals as Supplementary Planning Guidance;
- Adopting SPG on Affordable Housing, Renewable Energy and Primary Shopping Frontages;
- Viability negotiations on an amended scheme for the Sudbrook Paper Mill strategic housing allocation having refused the first application which offered zero affordable housing;
- Approval of detailed planning permission for the strategic housing allocation at Wonastow Road for 340 dwellings, and approval of planning permissions for two Premier Inn hotels, Monmouth Comprehensive School redevelopment, four solar farms, and a significant expansion at Magor Brewery; and
- Reported to Economy and Development Select Committee on the LDP tourism policies and the extent to which they support glamping and other growth sectors that are important to our tourism economy. An officer working group was established to clarify policy interpretation and develop SPG to assist officers and customers;
- Working with a Building Preservation Trust to seek to secure the restoration of a Listed Building at Risk.

Application caseload has increased since the previous reporting period, however the proportion of applications determined within the agreed deadlines has also increased. This increase in decision speed has not been at the expense of the outcome, with the proportion of approvals remaining constant at 95%:

| | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|--------------------------------|---------|---------|---------|---------|---------|
| Applications received | 1083 | 987 | 983 | 1173 | 1284 |
| Applications determined | 956 | 874 | 852 | 1053 | 1085 |
| % within 8 weeks | 45% | 45% | 70% | 76% | 79% |
| % applications approved | 94% | 94% | 93% | 95% | 95% |

4.2 Limited meaningful historical trends can be drawn in relation to the enforcement workload due to significant changes to the performance indicator definition since 2014, which changed both the deadline and the definition of when a case is 'resolved'.

Annual Monitoring Report

4.3 The Council adopted its Local Development Plan in February 2014 and our second LDP Annual Monitoring Report (AMR) will be submitted in October 2016 to cover the 2015-16 period. Our second AMR has identified that although the Plan strategy remains sound, housing delivery is well below target and the strategic housing sites are not coming forward as quickly as anticipated.

- 4.4 For this APR period, the Council had a housing land supply of 5.0 years' however it is now known that supply has dropped to 4.1 years'. To regain our 5 year supply, 647 house completions would be required every year from now until 2021. This compares with actual completions over the last ten years averaging approximately 240 dwellings per year. There are three main factors causing this problem: allocated sites are slow to come forward; external economic factors affecting site viability, consumer confidence and mortgage availability; and issues with the way TAN1 is calculated. As a result of the issue with housing land availability, we propose commencing an early LDP review.
- 4.5 As at March 2016, the status of the strategic sites is as follows:

Deri Farm, Abergavenny (SAH1):

Persimmon Homes submitted a full application for 250 residential units in November 2014. The application is yet to be determined given outstanding issues relating to site viability (affordable housing provision) and undergrounding of overhead power lines. It is anticipated that these issues will be resolved and the application progressed accordingly during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 185 units within the Plan period with first completions in 2017/18.

Crick Road, Portskewett (SAH2):

Council owned site allocated for 285 residential units and 1 ha of serviced land for business and industrial development. A master planning consultation exercise to consider various options for the site was undertaken during the current monitoring period, although a planning application has yet to be submitted. The agreed 2015-16 JHLAS expects the site to deliver 200 units within the Plan period with first completions in 2017/18.

Fairfield Mabey, Chepstow (SAH3):

The landowner submitted an outline application (DC/2014/01290) in October 2014 for up to 600 residential units (350 to be delivered within the Plan period), commercial space including offices and workshops (Use Class B1) and small scale retail/food and drink floorspace (Use Classes A1 and A3) and multi-functional green and blue open space. The application is yet to be determined due to outstanding highways issues (Welsh Government Highways Division had a holding objection on the application for 18 months which had not been resolved during this monitoring period). The agreed 2015-16 JHLAS expects the site to deliver 200 units within the Plan period with first completions in 2018/19.

Wonastow Road, Monmouth (SAH4):

Outline permission was granted for up to 370 dwellings and 6.5 ha of employment land in December 2014. The site developers (Barratt/David Wilson and Taylor Wimpey) submitted a reserved matters application (DC/2015/00392) for 340 units which was granted permission in November 2015.

The overall LDP site allocation is for a total of 450 units. The additional units relating to this allocation are to be delivered as an extension to the site at Drewen Farm. An application for this element of the site has not yet been submitted. This part of the site is effectively land-

locked until 2019 when the Taylor Wimpey development is sufficiently progressed to allow access through.

The agreed 2015-16 JHLAS expects the site to deliver 390 units within the Plan period with first completions in 2016/17.

Rockfield Farm, Undy (SAH5):

Council owned site allocated for 270 residential units and 2 ha of serviced land for business and industrial use. A master planning consultation exercise to consider various options for the site was undertaken during the current monitoring period. It is anticipated that an application will be submitted and progressed during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 195 units within the Plan period with first completions in 2017/18.

Land at Vinegar Hill, Undy (SAH6):

Site for 225 residential units, linked to the adjacent Rockfield Farm site and likely to progress in tandem. However, the developer has not submitted an application during the current monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 120 units within the Plan period with first completions in 2018/19.

Former Paper Mill, Sudbrook (SAH7):

Full planning application (DC/2015/01184) was submitted by Harrow Estates (Redrow confirmed as the developer) in October 2015 for 212 residential units (192 market and 20 affordable units). There have been a number of site viability issues associated with this application. However, it is anticipated that any such issues will be resolved and the application progressed/approved during the next monitoring period. The agreed 2015-16 JHLAS expects the site to deliver 115 units within the Plan period with first completions in 2017/18.

- 4.6 The AMR highlights issues surrounding the delivery of affordable housing, and developers continue to raise viability issues on some of the strategic housing sites above. This is a Wales-wide issue.
- 4.7 The Council's Economy and Development Select Committee has recently (October 2015) scrutinised the LDP's impact on enabling tourism-related development. As stated above, the tourism industry forms a key part of the County's economy and links directly to what makes Monmouthshire distinctive. This scrutiny identified a need to produce Supplementary Planning Guidance to clarify for customers and officers how the LDP supports different types of tourism development, and also identified a need for future revisions to the policy to allow greater flexibility for agricultural diversification for tourism purposes. An officer working group has been established to lead on this project and will be reporting back to the Select Committee during 2016/17.

Service Plan priorities for 2015-16

- 4.8 The Service Plans for the Development Management and Planning Policy areas identified the following priority actions:

- Sustaining a good standard of performance against performance indicators while applying systems review methods. As can be seen from this report, this priority has been achieved;
- Successfully assimilate the new 'pre-application advice service' into our workflow. This priority has been achieved and a development team approach introduced;
- Adapt to, implement and disseminate new LDP policies. This priority is on-going;
- Prepare, consult and adopt Supplementary Planning Guidance. A programme for the preparation of SPG, including prioritisation between different policy areas to reflect available resources was adopted by Planning Committee. SPG has been adopted relating to Green Infrastructure, design guidance for agricultural building conversions, replacement dwellings/extensions in the countryside, and barn conversions (business use assessment);
- Work towards adopting a Community Infrastructure Levy. This is on-going, and it is anticipated that CIL will be adopted in early 2017. Consultation has been completed on the pre-draft charging schedule;
- Cross-departmental working to ensure corporate plans and activities align with the LDP. This priority is on-going;
- Consult on and adopt the draft Conservation Area Appraisals (CAAs). This priority was delayed until 2015-16 due to resource pressures;
- Implement a replacement IT data base system with planning application, enforcement and appeals modules. This priority is on-going. The system is due to 'go live' in December 2016.

Local pressures

4.9 Key local pressures include:

- Enabling delivery of the County's housing needs: bringing forward allocated LDP sites; site viability; achieving good planning decisions, creating sustainable communities and maintaining a five year housing land supply;
- Adopting and implementing CIL;
- Securing timely consultation responses from consultees, both internal and external;
- The short lifespan of the adopted LDP and the introduction of the Plan expiry date;
- Constant change caused by successive new legislation, national planning policy and procedures;
- Staff succession planning.

Actions from our previous APR

4.10 Our 2014/15 Annual Performance Report identified four actions:

ACTION 1: Work with consultees to seek more timely responses.

ACTION 2: Increased use of extension of time letters where decisions cannot be made within 8 weeks.

4.11 These actions were in response to the proportion of applications determined within agreed timescales which was an amber indicator last year (76% against a target of 80%). Work is on-going in relation to Action 1 and there is on-going dialogue with two internal consultee

departments to seek to identify ways of focussing their stretched resources on priority cases and achieving efficiencies via the pre-application service.

- 4.12 While our evidence shows that customers prefer a positive outcome than a quick decision, we fully recognise that if customers are going to continue using our pre-application advice service (which streamlines the subsequent stages, improves outcomes and generates fee income), they must receive timely and meaningful responses. In addition, new regulations allow customers to claim an application fee refund if their application is not determined within a given timescale. We can avoid this risk by agreeing extended deadlines, and Action 2 has been fully implemented, however customers will not be willing to agree a time extension if they cannot see a timely conclusion being reached or have previously received poor service.
- 4.13 This indicator remains amber for the 2015/16 reporting period, however performance has improved from 76% to 79%, and to provide context, only 8 Authorities in Wales achieved the 80% target.
- 4.14 Work with internal consultees will continue in 2016/17 (see section 7).

ACTION 3: Report appeal decisions to Planning Committee to facilitate shared learning.

- 4.15 This Action related to an amber indicator regarding one appeal costs award against the Authority (Llanvapley solar farm). This action has been fully implemented and appeal decisions are reported to Planning Committee every month for discussion and learning. There have been no appeal costs awarded against us in 2015/16 and we are awaiting decisions on two applications for awards of costs in our favour where we consider that appellants have behaved unreasonably and resulted in unnecessary expense to the Council.

ACTION 4: Undertake additional benchmarking and identify and learn from best practice.

- 4.16 This Action related to the proportion of enforcement cases resolved within 180 days. There was no target set by the Welsh Government for this indicator, however Monmouthshire's performance of resolving 67% of enforcement cases within 180 days of receipt fell below the Wales average of 77%.
- 4.17 Our performance against this indicator has improved in this reporting period (70%) but remains below the Welsh average (which has reduced to 73%). Monmouthshire's Development Services Manager sits on a performance indicator working group set up by the Welsh Government and the enforcement indicators are being revised in response to concerns about the clarity and value of their current wording. Performance against this indicator fluctuates throughout Wales from 90% to 38%, and there is some doubt that all Authorities are using the latest performance indicator definition: the work by Swansea City Council identified three slightly different definitions for this indicator in different documents.

- 4.18 The identification of this action in 2014/15 was predicated on the view that our performance might simply reflect the amount of formal action being taken: if we are taking more formal action, or inviting more retrospective applications to seek to regularise breaches, our performance will compare less favourably than an Authority that does not pursue formal action and simply closes cases as not expedient to pursue (which might be quicker but is arguably not achieving a positive outcome). The action therefore proposed to undertake further benchmarking to understand the context of Monmouthshire's performance and to identify and learn from best practice in another Welsh Local Planning Authority. This benchmarking has not been undertaken due to limited time and resources. With hindsight, while this benchmarking information would have been of interest, it would not have improved our performance, just sought to have justified it. An alternative action is therefore proposed this year.
- 4.17 Work has been started by Swansea County Council, where the recently appointed Enforcement Manager is taking a lead role throughout Wales in reviewing this performance indicator and in setting out a good practice guide, which proposes a triage approach to quickly sift out priority cases and complaints where there is no breach or action is not expedient, allowing resources to be focused on the most important work.

5.0 WHAT SERVICE USERS THINK

What matters to our customers/citizens?

5.1 Between 2010 and 2012 the Council's planning service underwent a Systems Thinking review. This review sought to strip the function back to first principles: what is important to our customers, and how can waste (actions or procedures that do not add value to the outcome) be eliminated. This evidence-based review has been fully implemented, although part of the Systems Thinking approach requires services to be kept under review and closely monitored.

5.2 This review identified that the following things are important to customers:

- Customers value pre-application advice and advice during the consideration of the application;
- They want officers to be accessible and for there to be open and honest communication;
- They want consistency of pre-application advice and in validation of applications;
- They want Planning Committee to follow the officer's recommendation and value being able to have a dialogue with Members prior to determination;
- They don't want too many conditions being attached to decisions, and when conditions are imposed they should be relevant and easy to discharge;
- They value being able to submit an application online and to search for applications and information online; and
- Third parties value being listened to during the application process.

5.3 The service therefore operates with these priorities as guiding principles, shaping behaviour and procedures. The service is committed to having an outcome focus rather than chasing arbitrary performance targets that are not a priority to our customers.

LDP survey

5.4 Following adoption of our Local Development Plan in February 2014, a customer feedback survey was undertaken in November 2014 with 120 responses received. The key headlines from this survey were very positive:

- 60% total respondents were satisfied they had been kept well informed throughout the process;
- 63% total respondents found forms easy to complete (this was 83% amongst agents and external organisations);
- 70% all respondents considered they understood the LDP process; and
- 76% all respondents considered they had received adequate feedback on consultations.

5.5 Feedback identified the following areas for improvement:

- Website: customers sometimes experienced difficulties in accessing information due to the sheer number of documents, the lack of search facility, or the website going down. The MCC website has since undergone a redesign and enhanced search

facilities added. Future improvements will be made in terms of web page design and links between individual pages and documents. In addition, an increased use of social media will seek to target a wider audience;

- Length of process;
- Use of technical language, terminology and jargon;
- Dissatisfaction with outcomes, e.g. sites were allocated despite opposition; and
- Confusion caused by the alternative sites stage. The Welsh Government has since amended the regulations to delete this stage.

Planning Applications Customer Survey

- 5.6 In 2015-16 we conducted a customer satisfaction survey aimed at assessing the views of customers who had received a planning application decision during the year. The survey was sent to 466 people, 15% of whom submitted a whole or partial response. The majority of responses (49%) were from members of the public. 9% of respondents had their most recent planning application refused.
- 5.7 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 nor disagree;
 - Tend to disagree; and
 - Strongly disagree.
- 5.8 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

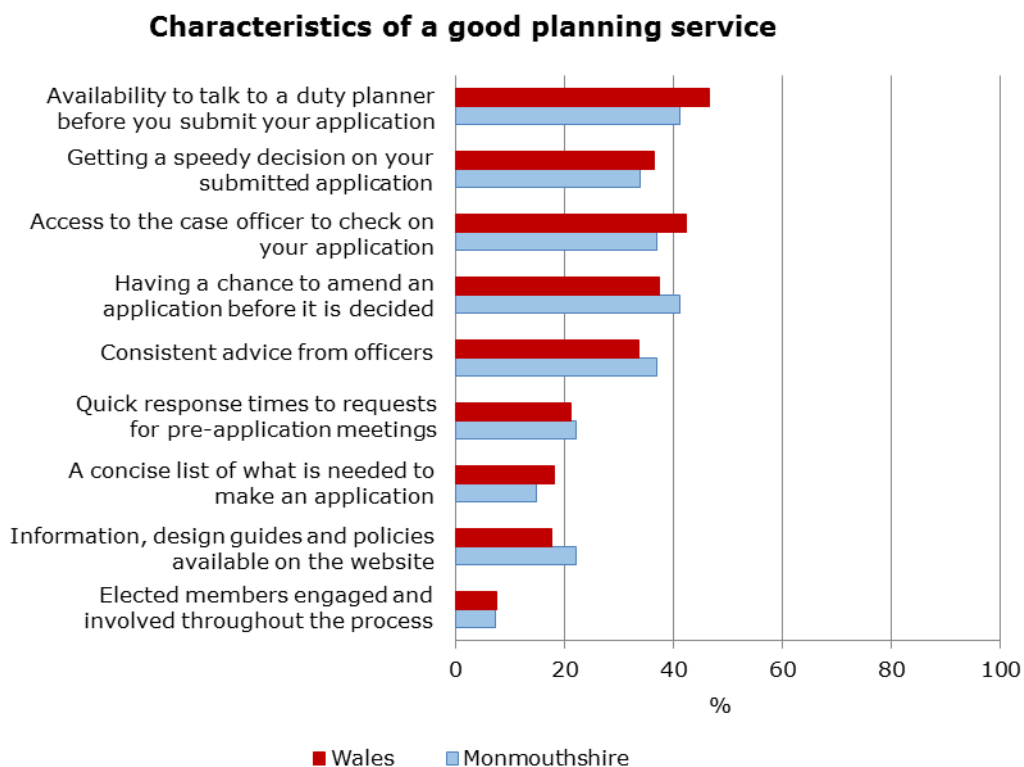
| Percentage of respondents who agreed that: | % | |
|--|----------------------|-------|
| | Monmouthshire LPA | Wales |
| The LPA enforces its planning rules fairly and consistently | 49 | 47 |
| The LPA gave good advice to help them make a successful application | 69 | 58 |
| The LPA gives help throughout, including with conditions | 55 | 49 |
| The LPA responded promptly when they had questions | 61 | 58 |
| They were listened to about their application | 68 | 57 |
| They were kept informed about their application | 59 | 49 |
| They were satisfied overall with how the LPA handled their application | 73 | 61 |

- 5.9 Direct comparison is not possible because the feedback is from different customers to last year, however overall satisfaction has increased significantly (73% satisfied overall compared to 65% last year), and a higher proportion of customers this year considered that we gave good advice to help them make a successful application, and that they were

listened to about their application. Two indicators where satisfaction had declined relate to us giving help with conditions (55% agreed compared to 63% last year), and responding promptly when asked questions (61% compared to 67% last year). In order to maximise honest feedback, the survey is completely anonymised, however this means it is not possible to drill down further into responses to better understand what exactly the concern related to and how we can learn from it. We do, however, know that white males aged between 45 and 55 are the least satisfied customers. We have experienced some uncertainty during the year regarding the requirements of conditions requested in relation to implementation of the new Green Infrastructure SPG, whereby planning officers themselves are unclear what is required to discharge the conditions. This might be reflected in the customer feedback, but it is impossible to tell. The feedback has been discussed in team meetings and we are working to improve the service we provide. It should, however, be noted that we score above the Wales average on every indicator.

- 5.10 The lowest scoring area of customer satisfaction for both Monmouthshire and Wales as a whole related to fairly and consistently enforcing planning rules, and it is considered that this relates largely to a misunderstanding of the system within which we must operate, for example that the purpose of enforcement is to remedy harm, not to punish offenders. This is discussed later in Section 6 and 7 and Town and Community Council training is proposed.
- 5.11 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.

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



- 5.12 These results illustrate the areas of most importance to our customers and therefore guide how we should focus our resources and attention. Unfortunately the survey does not capture the extent to which customers think an area is important and we already do it well versus where it is important and we need to step up, however when assessed in the round, the feedback suggests we are delivering what customers say is important to them.
- 5.13 Notwithstanding this limitation, the customer feedback has been taken into account when reviewing service delivery, for example when considering the level of duty planning officer service that we are able to sustain. Given the customer feedback, we have sought to maximise the level of service provided.
- 5.14 Customers also had an opportunity to provide further feedback. Comments received include:
- ‘Monmouthshire Planning Services were very helpful and relatively easily contacted throughout the determination process. One of the better planning authorities from this perspective.’*
- ‘Very prompt.’*
- ‘Happy with the service received and very good response time from Planning Officer’*
- ‘Excellent system but poorly staffed’*
- ‘Some officers consistently fail to return calls’*
- ‘Ease of communication but slow’*
- ‘The introduction of the pre-application advice service is welcomed and as a customer of this service found it to be very beneficial. However service could be further enhanced if the specified timescales set out in the service standards are routinely met. Whilst I appreciate the limited resources LPA’s have, time is the most important factor to me in the development process.’*
- ‘For most applications the LPA has to consult a number of consultees, both statutory and non-statutory. There is an obligation on LPAs to determine applications within statutory time periods; however, this obligation seems to bypass consultees, especially in-house departmental consultees and statutory bodies such as NRW, Cadw etc who seem to believe that these obligations do not apply to them. The system needs to be overhauled such that consultees are made to realise that they contribute fundamentally to the determination process and that they have an obligation to submit their representations in sufficient time for the LPAs to determine the applications within their set statutory determination deadlines.’ (See **ACTION 1** in Section 7)*
- 5.15 In addition to the above survey, the number of formal complaints and letters offering compliments are recorded. Although we receive a significant number of emails from customers thanking the case officer, these are not logged under the corporate system.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|---------------------|--------------------|--------------------|----------|
| Number of Stage 1 formal complaints received | 14 | 17 | 9 | 5 |
| Number of Stage 2 formal complaints investigations received | 8 | 11 | 5 | 2 |
| Number of Stage 2 complaints upheld or partially upheld | 4 partially upheld | 4 partially upheld | 3 partially upheld | 0 upheld |
| Number of Ombudsman complaints upheld or partially upheld | 2 partially upheld* | 1 partially upheld | 0 | 0 |
| Number of compliments received | 2 | 3 | 4 | 2 |

*The areas upheld related to the way the stage 2 complaint was conducted by the independent Investigating Officer, not to the planning service/planning decision.

- 5.15 Overall, customer satisfaction has improved and we rank above the Wales average in every category, the number of formal complaints received has dropped, with none upheld this year.

6.0 OUR PERFORMANCE 2015-16

- 6.1 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.
- 6.2 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.

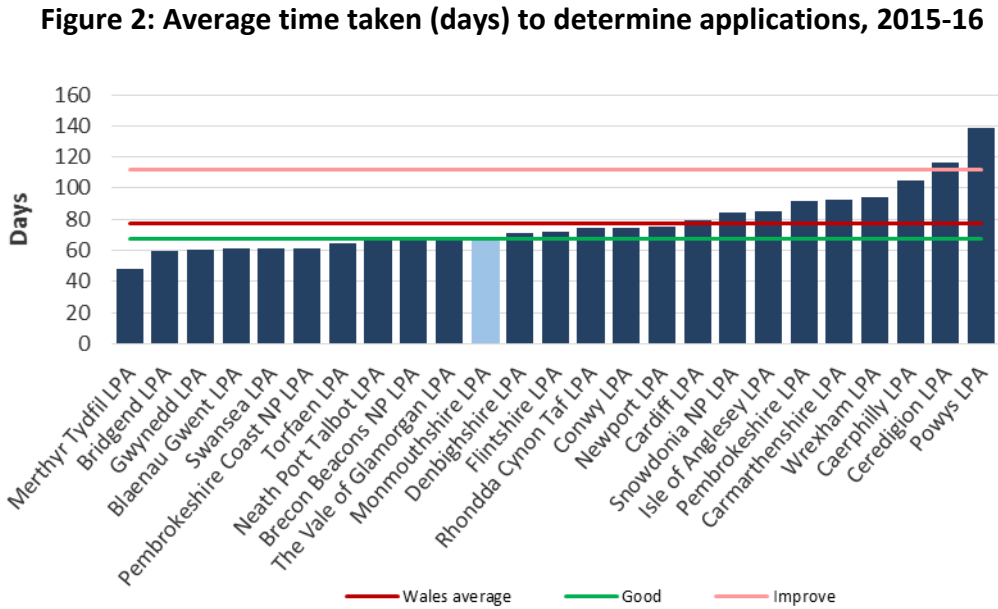
Plan making

- 6.3 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.
- 6.4 During the APR period we had 5 years of housing land supply identified, making us one of 8 Welsh LPAs with the required 5 years' supply. However, we now know that our housing land supply has since dropped to 4.1 years'. Further commentary on this is provided in the Local Development Plan Annual Monitoring Report.

Efficiency

- 6.5 In 2015-16 we determined 1085 planning applications, each taking, on average, 68 days (10 weeks) to determine. This compares to an average of 77 days (11 weeks) across Wales. Given our focus on outcome rather than speed, this is an excellent achievement and suggests we have struck the right balance between these two objectives.
- 6.6 This is a slight increase in output compared to last year but a slight worsening in terms of average time taken (1053 applications determined taking an average of 62 days in 2014/15). Performance narrowly misses the 'good' target however (68 days against a target of 67 days).

6.7 Figure 2 shows the average time taken by each LPA to determine an application during the year.



6.8 79% of all planning applications were determined within the required timescales. This compared to 77% across Wales, but was marginally below the 80% target. Only 8 out of 25 LPAs met the 80% target.

6.9 Following engagement with customers and stakeholders, Monmouthshire County Council has made the evidence-based decision that the outcome of planning applications is far more important than the speed of decision-making. Within reason, customers would prefer to continue working with us to secure an acceptable scheme and obtain planning permission, with as few pre-commencement conditions as possible, than simply have a decision made within an arbitrary 8 week deadline. The impact of planning decisions is long-lived and, while it is recognised that timely decisions can assist the economy, developers and investors also seek clarity and certainty and ultimately want planning permission. Our focus is therefore on the outcome.

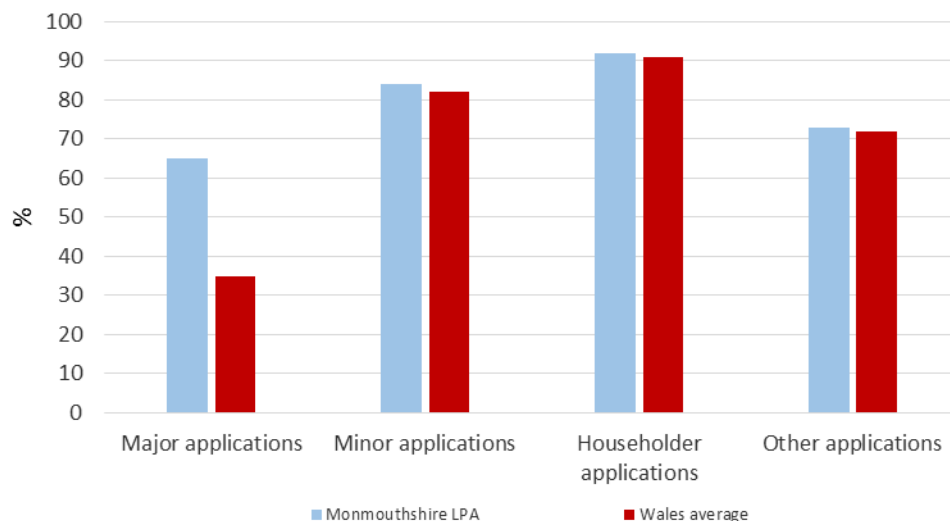
6.10 Notwithstanding our improving performance and our outcome focus, further action (**ACTION 1** below) is proposed in regard to this indicator in terms of continuing to work with internal consultees to seek to improve the timeliness of responses. This should lead to quicker decisions and improved customer satisfaction.

6.11 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 92% of householder applications within the required timescales, which is a significant improvement on our performance last year (87%). We use our monthly Board meetings to monitor performance against targets and desired outcomes, and in 2016/17 will be carrying out a trial of focusing these discussions on specific application types to identify

where things are working well and how those successes can be replicated for other application types. Initial investigations suggest that our stronger performance with householder applications is partly due to there being fewer consultees: i.e. consultees on more complex applications are a cause of delay. This relates to Action 1 from our 2014/15 APR (Working with consultees to secure more timely consultation responses) and further work is required in this regard in relation to both internal consultees and external consultees to seek to use the limited resources in those areas to best effect. This action is therefore carried forward into 2016/17 (see Section 7).

6.12 Figure 3 shows that we perform above the Wales average for decision speed in all categories of development. Our particularly strong performance for major applications is due to a combination of an effective pre-application service, and a good working relationship with customers ensuring agreement to an extension of time.

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

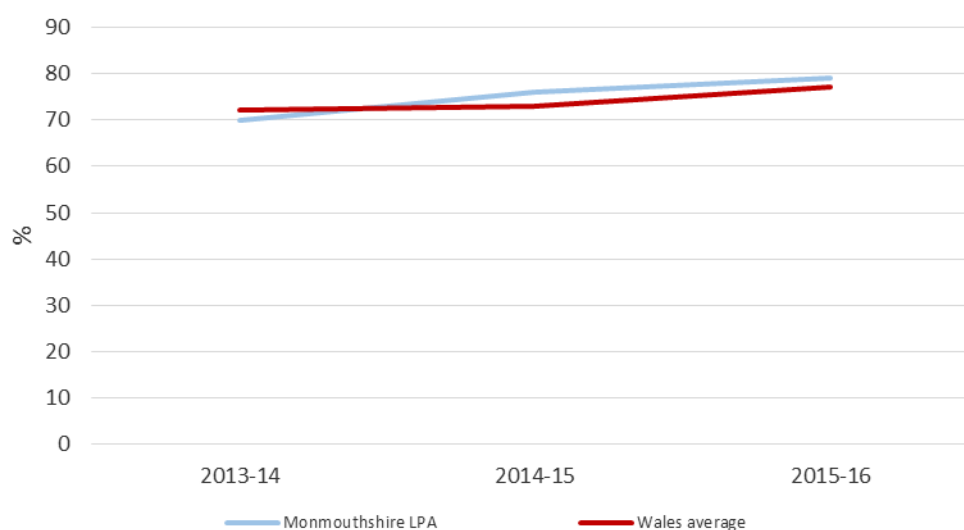


6.13 Between 2014-15 and 2015-16, as Figure 4 shows, the percentage of planning applications we determined within the required timescales increased from 76%. Wales also saw an increase this year. This is probably due in part to the increasing use of ‘extension of time’ agreements (**ACTION 2** in last year’s APR), however our research shows that the outcome is more important to customers than the time taken: a quick refusal serves nobody well if an acceptable scheme can be negotiated.

6.14 Over the same period:

- The number of applications we received increased
- The number of applications we determined increased; and
- The number of applications we approved increased (the proportion approved remained constant at 95%).

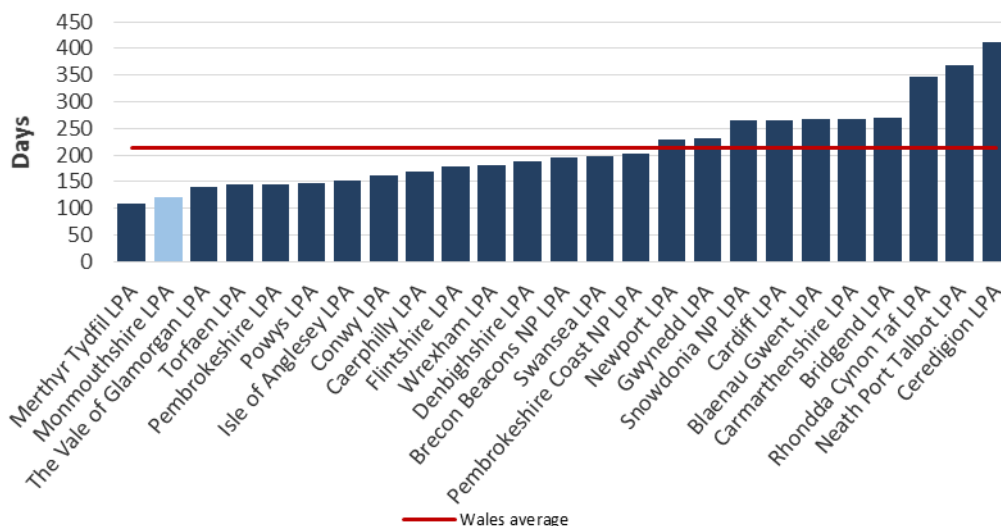
Figure 4: Percentage of planning applications determined within the required timescales



Major applications

6.15 We determined 20 major planning applications in 2015-16, none of which were subject to an EIA. Each application took, on average, 121 days (17 weeks) to determine. As Figure 5 shows, this was the second shortest average time taken of all Welsh LPAs which is an excellent achievement.

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



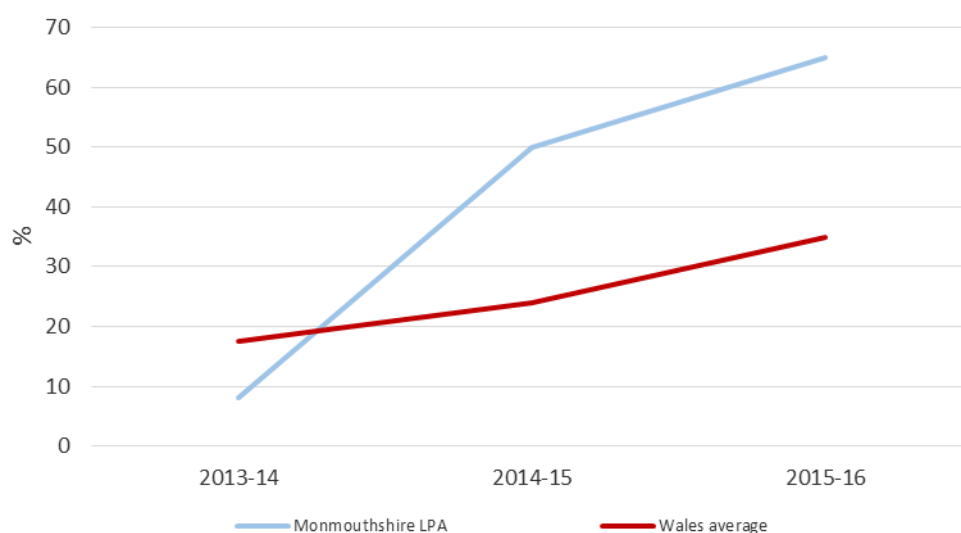
6.16 65% of these major applications were determined within the required timescales, the third highest percentage of all Welsh LPAs. This is a significant improvement on the 50% achieved last year, especially given that we determined nearly twice as many major applications during this 2015/16 reporting period. It is also noteworthy that 30% of our major

applications were determined within the 8 week target (the remainder were subject to agreed time extensions). This performance is aided by our pre-application advice service and by our Systems Thinking approach, which, with the applicant’s agreement, seeks to work towards a ‘clean’ application prior to starting to determine the application. It should be stressed that this approach has no bearing on the date on which the application is legally valid and therefore does not affect our stats returns.

6.17 Since 2014-15 the percentage of major applications determined within the required timescales had increased from 50%. Similarly, the number of major applications determined increased while the number of applications subject to an EIA determined during the year stayed the same.

6.18 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 6: Percentage of major planning applications determined within the required timescales



6.19 Over the same period:

- The percentage of minor applications determined within the required timescales increased from 74% to 84%;
- The percentage of householder applications determined within the required timescales increased from 87% to 92%;
- The percentage of other applications determined within required timescales decreased from 81% to 73%; and
- The percentage of applications approved remained at 95%.

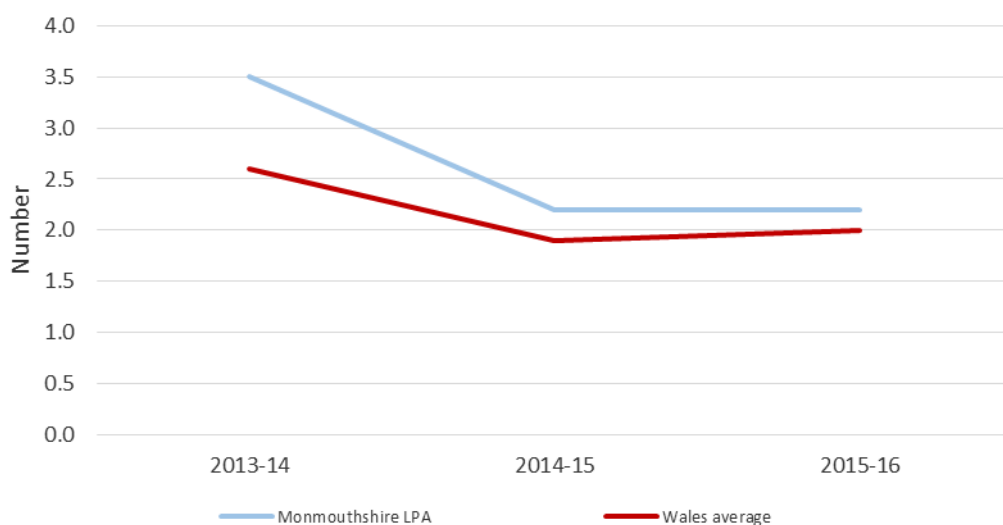
Quality

6.20 In 2015-16, our Planning Committee made 68 planning application decisions during the year, which equated to 6% of all planning applications determined. Across Wales 7% of all planning application decisions were made by Planning Committee. This is an identical proportion to last year. Unlike most Authorities, we have a Delegated Panel system in operation whereby applications with between 1 and 4 objections are reviewed by a group

comprising the three lead Planning Committee Members. This system works effectively in reducing the number of applications referred to Committee while ensuring interested parties are reassured that their concerns have been heard and reviewed before a decision is made.

- 6.21 1% of Planning Committee decisions went against officer advice. This compared to 9% of member-made decisions across Wales. This equated to 0.1% of all planning application decisions going against officer advice; 0.6% across Wales. The low proportion of Committee overturns is testament to an effective Member-Officer working relationship, the added value of Planning Committee visiting every site before making a decision, and an experienced Planning Committee provided with appropriate development training.
- 6.22 In 2015-16 we received 28 appeals against our planning decisions, which equated to 2.2 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 7: Number of appeals received per 100 planning applications



- 6.23 Over the same period the percentage of planning applications approved stayed the same at 95%.
- 6.24 Of the 20 appeals that were decided during the year, 70% were dismissed. As Figure 9 shows, this was higher than the percentage of appeals dismissed across Wales as a whole and we were one of 14 LPAs that reached the 66% target.
- 6.25 Figure 8 shows the number of Committee decisions made against officer recommendation, plotted against the percentage of appeal decisions that uphold the Council’s decision. A high number of Committee overturns and a high appeal success would either indicate that officer recommendations are wrong (in the eyes of both the Committee and Planning Inspector), or might be unrelated if the Committee is approving applications against recommendation (for which there is no right of appeal). Conversely, a high number of

overturns and low success rate at appeal might suggest that the Committee is wrong (in the eyes of both the officers and Planning Inspector). None of these scenarios applies in Monmouthshire, where the number of Committee overturns is low, and appeal success rate is high.

Figure 8: Number of Committee overturns plotted against appeal wins

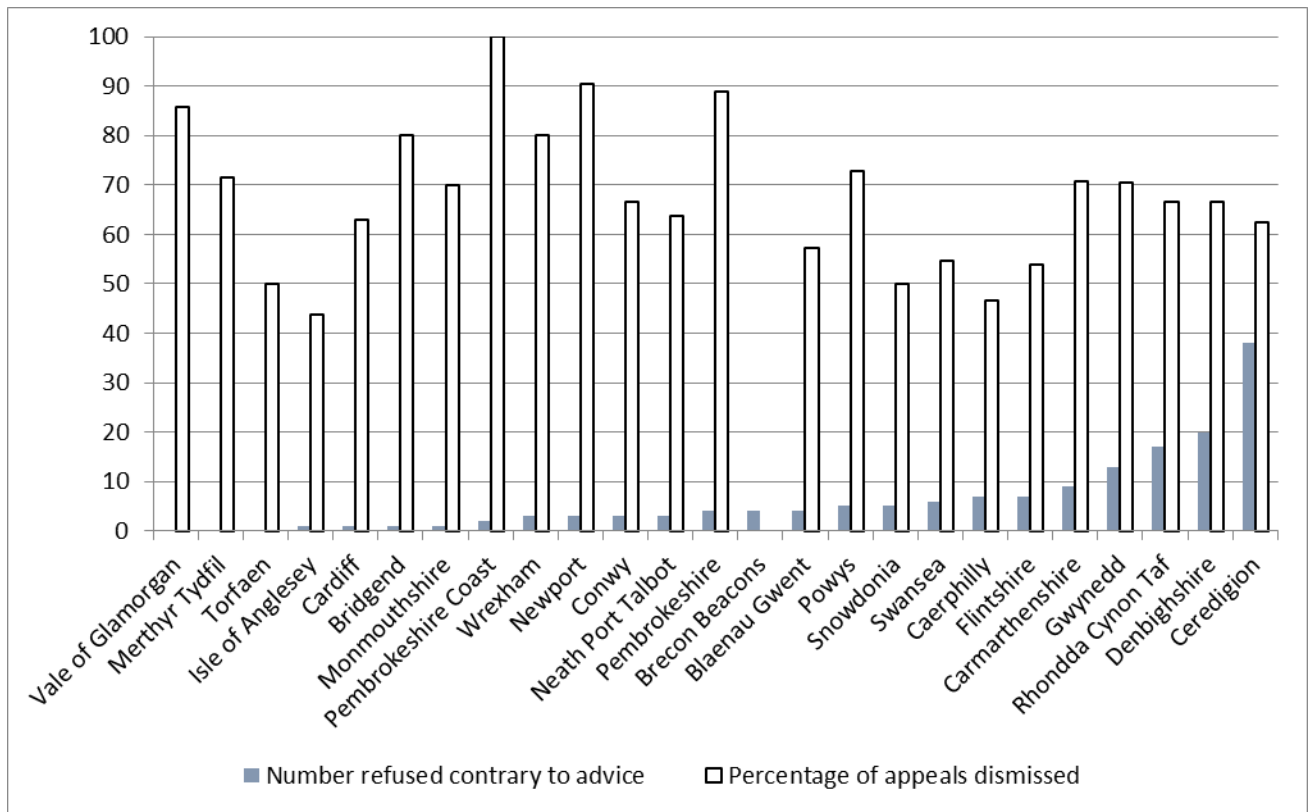
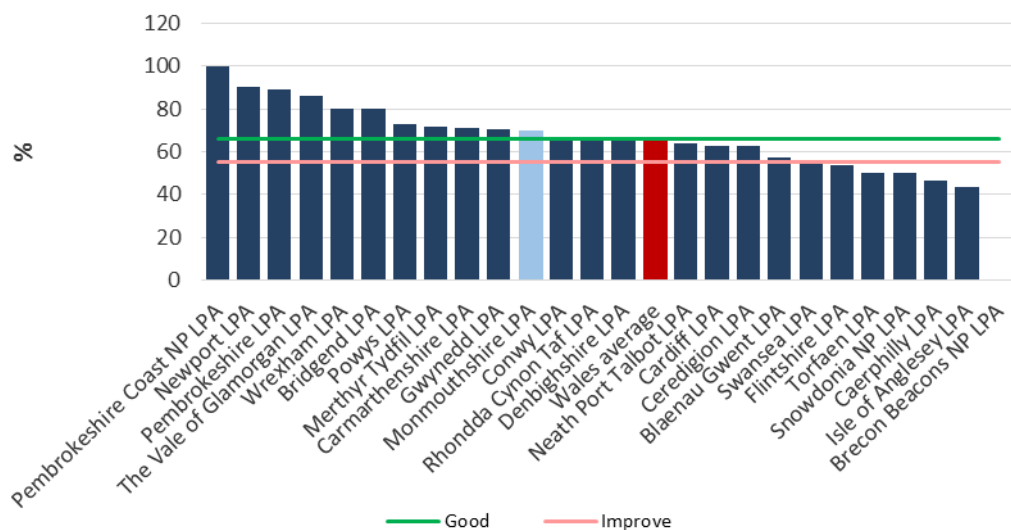


Figure 6: Percentage of appeals dismissed, 2015-16



6.26 During 2015-16 we had no applications for costs at a section 78 appeal upheld.

Engagement

6.27 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 application.

6.28 As Table 2 shows, 69% of respondents to our 2015-16 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application. Customer satisfaction has improved against both indicators compared to last year.

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

| Percentage of respondents who agreed that: | % | |
|---|----------------------|-------|
| | Monmouthshire LPA | Wales |
| The LPA gave good advice to help them make a successful application | 69 | 58 |
| They were listened to about their application | 68 | 57 |

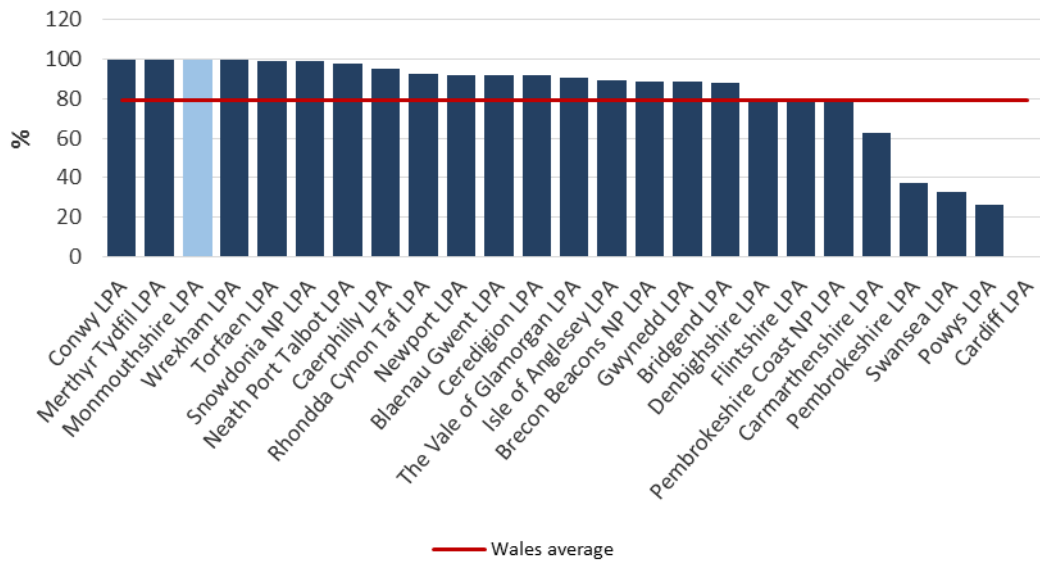
Enforcement

6.29 In 2015-16 we investigated 285 enforcement cases, which equated to 3.1 per 1,000 population. This compared to 1.9 enforcement cases investigated per 1,000 population across Wales. The PI measures the time taken from receipt of a complaint of the alleged breach of planning control to the time taken to investigate and notify the complainant of the outcome and/or intended action as applicable: this could be that there was no breach of planning control, that there is a breach but action is not expedient, or that there is a breach and action is proposed. We took, on average, 16 days to investigate each enforcement case. We investigated more cases than last year, but the average time was slightly longer (16 days compared to 12 days last year). However, this is against a WG target of 84 days, and a Wales average of 88 days.

6.30 We investigated 100% of these enforcement cases within 84 days. Across Wales 79.4% were investigated within 84 days. Figure 10 shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPAs.

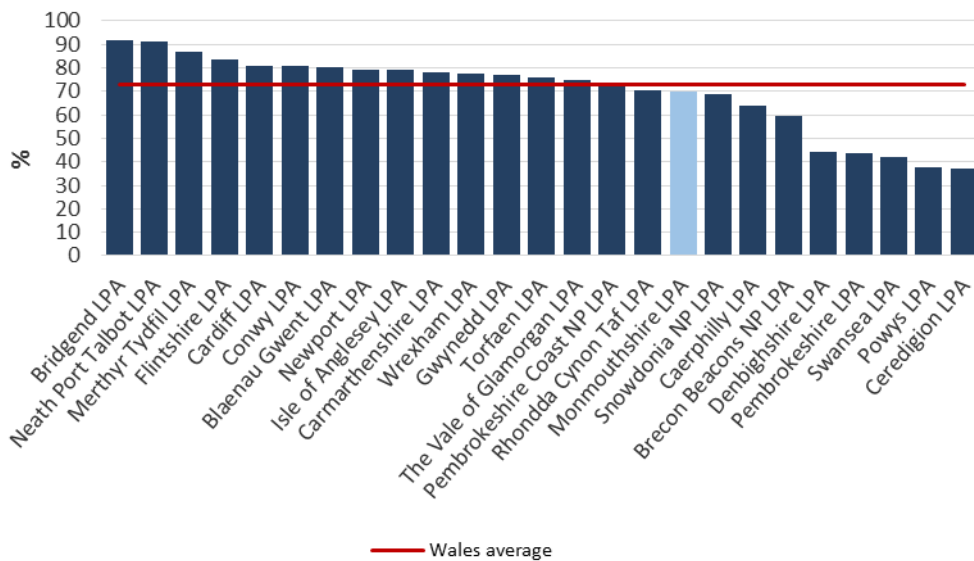
6.31 This indicator is being reviewed during 2016/17. While the indicator itself is considered to be appropriate, 84 days is considered to be an excessively long period of time to carry out an initial investigation and inform the complainant of the proposed course of action.

Figure 7: Percentage of enforcement cases investigated within 84 days, 2015-16



6.32 Over the same period, we resolved 168 enforcement cases, taking, on average, 143 days to resolve each case. This indicator measures only those cases where a breach of planning control was identified and further action was considered expedient. ‘Resolved’ means that the breach ceased, an Enforcement Notice was complied with, or planning permission was granted to retain the development/use/activity (either by us or at appeal by the Planning Inspectorate). We resolved more cases than in 2014/15 (168 compared to 110 last year) but the average time taken increased from 121 days in 2014/15 to 143 days this year.

Figure 8: Percentage of enforcement cases resolved in 180 days, 2015-16



- 6.33 70% of this enforcement action was taken within 180 days from the start of the case, which is an improvement on the 67% achieved last year. As Figure 11 shows this compared to 73% of enforcement cases resolved within 180 days across Wales.
- 6.34 As above, this PI is under review in 2016/17. In contrast to the 'investigated' indicator above, 180 days is considered to be a challenging target where formal enforcement action is pursued and case resolution may not occur until after a protracted sequence of application, appeal, Enforcement Notice and prosecution.
- 6.35 In the context of the above, our performance is considered to be good and improving. However, further action (**ACTION 2** below) is proposed in order to review our enforcement practices and seek to streamline activity through a 'triage' approach being piloted by Swansea City Council. Improved guidance for our communities is proposed to try and better manage expectations, and Planning Aid Wales is being invited to provide a seminar on planning enforcement for our Community Council clusters to help explain the processes, tools and powers available.

7.0 FINDINGS AND CONCLUSIONS

7.1 Based on the customer feedback in Section 5 and the performance information in Section 6 and Appendix A, we can be proud of the service we deliver. During this period:

- The number of applications we received increased
- The number of applications we determined increased; and
- The number of applications we approved increased.

7.2 A summary table of our performance can be found in Appendix A of the APR. One of the 18 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. Of the 17 applicable indicators:

- 11 have targets set by the Welsh Government. Monmouthshire's performance is ranked 'good' against 9, and 'fair' against 2. The 'fair' result relates to the proportion of planning applications determined within the required timescale, where we achieved 79%, narrowly missing the 'good' target of 80%; and the average time taken to determine all applications where our performance (68 days) narrowly missed the 'good' target of 67 days¹;
- We performed above the Wales average in 16 of the 17 applicable indicators. The indicator for which performance was below Wales average related to the proportion of enforcement cases fully resolved within 180 days, where we achieved 70% against a Wales average of 73%². Further commentary is provided on this indicator in Section 6.

| | Number of indicators |
|---|----------------------------|
| Welsh Government target has been set and our performance is 'good' | 9 |
| Welsh Government target has been set and our performance is 'fair' | 2 ¹ (see above) |
| Welsh Government target has been set and our performance 'needs improvement' | 0 |
| No target has been set but our performance is above the Wales average | 5 |
| No target has been set but our performance is slightly below the Wales average | 1 ² (see above) |
| No target has been set but our performance is significantly below the Wales average | 0 |

7.3 Our performance improved against 12 of the 17 applicable indicators, and declined slightly against 5 indicators compared to last year. However, it should be noted that in all of the cases where performance declined, we remained significantly above the Wales average, and where a target was set by the Welsh Government, we are still ranked 'good' or 'fair'. The only indicator of concern is our housing land supply, which we know has since dropped to

4.1 years' supply, below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR).

7.4 The declining performance related to:

| Indicator | 2014/15 | 2015/16 | Wales average | WG target |
|---|------------|------------|---------------|------------|
| 5 year housing land supply | 5.2 years' | 5.0 years' | 3.9 years' | 5.0 years' |
| Average time taken to determine major planning applications | 95 days | 121 days | 213 days | n/a |
| Average time taken to determine all planning applications | 62 days | 68 days | 77 days | <67 days |
| Average time taken to investigate enforcement complaints | 12 days | 16 days | 88 days | n/a |
| Average time taken to resolve enforcement cases | 120 days | 143 days | 210 days | n/a |

7.4 Customer feedback identified the most valued characteristics of a good planning service as the availability to talk to a duty planner before submitting an application, and having a chance to amend an application before it is decided. This provides further evidence that our outcome focus is what our customers want.

7.5 Three actions are identified going forwards.

Speed of determining applications

7.6 79% of applications were determined within agreed timescales, against a Welsh Government target threshold for good performance standing at 80%. The average time taken to determine all applications was 68 days, narrowly missing the 'good' target of 67 days. While it is accepted that timely decisions can have economic benefits, of greater importance to investors is clarity and certainty, and our evidence is that, within reason, customers are happy to have a slightly slower decision if it is a favourable one. We therefore place greater importance on securing a positive outcome.

7.7 However, this is an area for potential improvement, and one area for attention is delays in receiving consultee replies. Areas for consideration include reviewing the consultations sent to see if limited resources can be better focused on the most important matters; and ensuring consultees understand the implications of delays in terms of customer service, Plan delivery, economic impacts and potential fee refunds. It is therefore proposed to continue the action commenced last year:

ACTION 1: Work with consultees to seek more timely responses.

Speed of resolving enforcement cases

7.8 The Welsh Government is yet to provide a target for this indicator, however Monmouthshire's performance of resolving 70% of enforcement cases within 180 days of

receipt falls below the Wales average of 73%. It is also known that this indicator is under review in 2016/17. However, customer feedback and complaints often relates to perceived delays in enforcement cases. These issues are certainly not unique to Monmouthshire, and the problem is at least in part due to a misunderstanding of the powers available to us and/or unrealistic expectations. Performance has improved compared to last year, however there remains scope for further improvement. Consideration will be given to streamlining our processes via a triage approach based on a pilot developed by Swansea City Council, and arranging Town and Community Council training to improve understanding and better manage expectations.

ACTION 2: Streamline enforcement processes following a triage system

ACTION 3: Arrange a training seminar on planning enforcement for Town and Community Councils via the new area-based clusters.

Opportunities going forward:

7.9 The following opportunities for the coming year have been identified as a result of this Annual Performance Report, our LDP AMR and our Service Improvement Plans:

- To improve the web site experience for customers and increase the amount of information available via GIS, which would drive out waste and enable channel shift so that more customers can self-serve;
- To replace the inefficient data base for planning applications to reduce waste for staff, including the production of standard letters and monitoring reports;
- To work towards being a paperless office to reduce printing, copying and postage costs;
- Collaboration with the Village Alive Trust and interested Preservation Trusts or investors to engage and work with the owners of Listed Buildings on the At Risk register or to acquire them from the current owner;
- Adopt CIL; and
- Adopt SPG to ensure the accurate implementation and interpretation of planning policy, in particular in relation to tourism development to support economic growth;
- To identify, implement and/or disseminate best practice via the Planning Performance Advisory Group, Planning Officers' Society for Wales or other working groups; and
- Succession planning.

7.10 Progress will be measured via our 2016/17 Annual Performance Report, 2016/17 LDP Annual Monitoring Report, and our 2016/17 Service Improvement Plans.

ANNEX A - PERFORMANCE FRAMEWORK

OVERVIEW

| MEASURE | GOOD | FAIR | IMPROVE |
|--|---------|-----------|---------|
| Plan making | | | |
| Is there a current Development Plan in place that is within the plan period? | Yes | | No |
| LDP preparation deviation from the dates specified in the original Delivery Agreement, in months | <12 | 13-17 | 18+ |
| Annual Monitoring Reports produced following LDP adoption | Yes | | No |
| The local planning authority's current housing land supply in years | ≥5 | | <5 |
| Efficiency | | | |
| Percentage of "major" applications determined within time periods required | Not set | Not set | Not set |
| Average time taken to determine "major" applications in days | Not set | Not set | Not set |
| Percentage of all applications determined within time periods required | ≥80 | 60.1-79.9 | <60 |
| 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 | Yes | | No |

| WALES AVERAGE | Monmouthshire LPA LAST YEAR | Monmouthshire LPA THIS YEAR |
|---------------|-----------------------------|-----------------------------|
| Yes | Yes | Yes |
| 47 | N/A | N/A |
| Yes | N/A | Yes |
| 3.9 | 5.2 | 5 |
| 35 | 50 | 65 |
| 212.7 | 95 | 121 |
| 76.7 | 76 | 79 |
| 77.2 | 62 | 68 |
| 9.0 | 3 | 1 |
| 66.5 | 67 | 70 |
| 0 | 1 | 0 |
| Yes | Yes | Yes |

| MEASURE | GOOD | FAIR | IMPROVE |
|--|---------|---------|---------|
| address the Planning Committee? | | | |
| 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 | | | |
| 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 |
| Average time taken to investigate enforcement cases | Not set | Not set | Not set |
| Percentage of enforcement cases where enforcement action is taken or a retrospective application approved within 180 days from the start of the case (in those cases where it was expedient to enforce)? | Not set | Not set | Not set |
| Average time taken to take enforcement action | Not set | Not set | Not set |

| WALES AVERAGE | Monmouthshire LPA LAST YEAR | Monmouthshire LPA THIS YEAR |
|--------------------|-----------------------------|-----------------------------|
| | | |
| Yes | Yes | Yes |
| Yes | Yes | Yes |
| Enforcement | | |
| 79.4 | 76 | 100 |
| 88.1 | 12 | 16.25 |
| 72.8 | 67 | 70 |
| 210.1 | 120.5 | 142.75 |

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 |
|--|-----|
| The Council adopted its Local Development Plan in February 2014. | |

| 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 |
|---|-----|
| The Council has adopted its LDP and therefore this indicator is not applicable. | |

| Indicator | 03. Annual Monitoring Reports produced following LDP adoption | |
|--------------------------------------|---|--|
| "Good" | "Fair" | "Improvement needed" |
| An AMR is due, and has been prepared | | An AMR is due, and has not been prepared |

| Authority's performance | Yes |
|---|-----|
| The Council's first AMR was submitted to the Welsh Government in October 2015 | |

| | | |
|--|--|--|
| 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 | 5 years’ |
| <p>For the APR period, the Council had a 5.0 year housing land supply.</p> <p>An updated Joint Housing Land Availability Study (JHLAS) was agreed by an independent Inspector in August 2016 and shows that we now have 4.1 years’ housing land supply. This matter is considered in detail in the 2015-16 LDP Annual Monitoring Report.</p> <p>The allocated LDP housing sites are coming forward more slowly than anticipated, with only one strategic site having obtained detailed planning permission by the end of this reporting period. Protracted viability discussions have delayed two strategic sites, and a third has been delayed by an 18 month Welsh Government holding direction in relation to trunk road matters. However, the strategic sites are progressing and there is not considered to be a problem with the Plan strategy. While the planning system allocates sites and can assist with their delivery through making prompt decisions on planning applications, other factors relating to the speed of delivery lie within the gift of the house-builders and land owners or are influenced by wider economic considerations such as mortgage lending, interest rates and job certainty.</p> | |

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 | 65% |
| <p>No target has been set by the Welsh Government for this indicator, however Monmouthshire's performance of 65% is well above the Wales average of 35% and also significantly better than last year's achievement of 50%.</p> <p>One of the reasons for the improvement compared to last year is a change to the indicator definition. It now allows for extended periods to determine applications to be agreed with customers, and provided this agreed deadline is met, the decision counts as 'in time'. These changes reflect the Council's customer and outcome focus, and aligns with our evidenced approach that customers prefer a positive outcome to a quick decision. However, these changes to the performance indicator apply to all LPAs, so the benchmarking remains consistent, and it is clear that Monmouthshire performs well against this indicator.</p> <p>Monmouthshire ranks 3rd out of 25 LPAs for this indicator.</p> | |

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

| | |
|--|----------|
| Authority's performance | 121 days |
| <p>As above, the Welsh Government has not yet set a performance target for this indicator, however Monmouthshire's average time of 121 days compares very favourably with the Wales average of 212 days and we rank second in Wales.</p> | |

| 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 | 79% |
|---|-----|
| <p>79% of all planning applications were determined within the required timescales, which just narrowly misses the 'good' ranking of 80%. This compared to 77% across Wales and is an improvement on our performance last year (76%).</p> <p>Following engagement with customers and stakeholders, Monmouthshire County Council has made the evidence-based decision that the outcome of planning applications is far more important than the speed of decision-making. Within reason, customers would prefer to continue working with us to secure an acceptable scheme and obtain planning permission, with as few pre-commencement conditions as possible, than simply have a decision made within an arbitrary 8 week deadline. The impact of planning decisions is long-lived and, while it is recognised that timely decisions can assist the economy, developers and investors also seek clarity and certainty and ultimately want planning permission.</p> <p>Notwithstanding the above, in 2016/17 we will continue working with internal consultees to seek more timely consultation replies, to enable improved performance against this indicator (see ACTION 1 in Section 7).</p> | |

| 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 | 68 days |
|--|---------|
| <p>In 2015-16 we determined 1085 planning applications, each taking, on average, 68 days (10 weeks) to determine. This compares to an average of 77 days (11 weeks) across Wales but narrowly misses the 'good' target of 67 days. Given our focus on outcome rather than speed, this is an excellent achievement and suggests we have struck the right balance between these two objectives.</p> <p>This is a slight increase in output compared to last year but a slight worsening in terms of average time taken (1053 applications determined taking an average of 62 days in 2014/15).</p> | |

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 | 1% |
|---|----|
| <p>Monmouthshire's performance is 1% of Committee decisions goes against officer recommendation, which equates to one planning application (the same number of applications as last year).</p> <p>This is unusually low and it is likely that the percentage will increase in future years. Provided that Committee decisions are based on good planning judgement and material planning considerations, overturned recommendations is a perfectly acceptable part of the planning process. The difficulty only arises where decisions are made that cannot be substantiated at appeal.</p> <p>The application in questionnaire related to a replacement dwelling in the countryside and AONB. An appeal has been lodged against the Council's decision, but we are awaiting the appeal decision.</p> | |

| 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 |

| Authority's performance | 70% |
|---|-----|
| <p>Of the 20 appeals that were decided during the year, 70% were dismissed. This exceeds the Wales average (67%), our performance last year (67%) and the WG 66% target. This shows that the decisions we are making are sound.</p> | |

| | | |
|--|---|--|
| 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 | 0 costs awards |
| <p>No awards of costs for unreasonable behaviour have been made against us this year. We had one instance last year in relation to an application overturned by Committee against officer recommendation (Llanvapley Solar Farm).</p> <p>An action identified in last year’s APR was to report appeal decisions to Planning Committee every month for learning and discussion. This action has been fully implemented and has been welcomed by the Committee as useful. Committee Members are also encouraged to sit in on appeal hearings or inquiries as further development training.</p> | |

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 |
| <p>Monmouthshire has an established and effective Public Speaking Protocol and also allows applicants, objectors, supports and Town/Community Councils to speak at Delegated Panel site visits. This has proven to be a valuable exercise in terms of making informed decisions and improved customer and community satisfaction, even if the final decision is not the one they hoped for.</p> <p>It is hoped that the emerging national protocol seeking consistency throughout Wales is provided as best practice guidance and does not curtail the successful system we already employ.</p> | |

| | | |
|--|--|---|
| 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 |
| <p>We have a duty officer available every day from 9am to 5pm and although this is resource intensive, we recognise from feedback that this is a service that customers value.</p> | |

| | | |
|------------------------------------|---|---|
| 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 |
| <p>Our website allows customers to view all public documents and plans relating to applications including officer reports and decision notices, and also allows customers to comment online. We are installing a new back office system in December 2016 and hope that this will allow for improved functionality. For example, if customers can search on application descriptions and decision dates / status they may be able to resolve many enquiries without needing to contact the case officer, freeing up time for us to improve our performance on decision speed.</p> <p>It is also hoped that more information will be made available via MonMaps, the GIS system visible to customers, so that they can view constraints such as flood risk areas and protected trees.</p> | |

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 | 100% |
| <p>Although no target is identified by Welsh Government, performance of 100% cannot be bettered and is clearly an excellent achievement. It is an improvement on our performance of 76% for last year and sits against a Wales average of 79%. This indicator is under review and we consider the 84 day deadline to be excessive for the activity defined by the indicator.</p> | |

| | | |
|--------------------------|--|-----------------------------|
| 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 | 16.25 days |
| <p>Again, no target has been set by WG for this indicator, but our performance of an average of 16 days to investigate enforcement complaints sits well below the Wales average of 88 days. Despite this being slower than our performance last year (12 days) it is a strong performance and no further action is required for this particular indicator.</p> | |

| | | |
|--------------------------|--|-----------------------------|
| Indicator | 17. Percentage of enforcement cases where enforcement action is taken or a retrospective application received 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 |

| | |
|--|-----|
| Authority’s performance | 70% |
| <p>70% of enforcement action was taken within 180 days from the start of the case, which is an improvement on the 67% achieved last year. However this is slightly below the Wales average of 73%.</p> <p>This PI is under review in 2016/17. In contrast to the ‘investigated’ indicator above, 180 days is</p> | |

considered to be a challenging target where formal enforcement action is pursued and case resolution may not occur until after a protracted sequence of application, appeal, Enforcement Notice and prosecution.

In the context of the above, our performance is considered to be good and improving. However, further action (**ACTION 2** Section 7) is proposed in order to review our enforcement practices and seek to streamline activity through a ‘triage’ approach being piloted by Swansea City Council.

In addition, improved guidance for our communities is proposed to try and better manage expectations, and Planning Aid Wales is being invited to provide a seminar on planning enforcement for our Community Council clusters to help explain the processes, tools and powers available (**ACTION 3** Section 7).

| 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 | 142.75 |
|---|--------|
| <p>We resolved 168 enforcement cases, taking, on average, 143 days to resolve each case. This indicator measures only those cases where a breach of planning control was identified and further action was considered expedient. ‘Resolved’ means that the breach ceased, an Enforcement Notice was complied with, or planning permission was granted to retain the development/use/activity (either by us or at appeal by the Planning Inspectorate). We resolved more cases than in 2014/15 (168 compared to 110 last year) but the average time taken increased from 121 days in 2014/15 to 143 days this year.</p> <p>However, this performance is in the context of the Wales average of 210 days. We are therefore performing well comparatively. The proposed actions referred to above should help to both improve performance and manage customer expectation.</p> | |

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 | Full responses were provided for all indicators. |
| <p>Monmouthshire Council provided full stats returns for these indicators. However, it should be noted that this work had to be undertaken manually because our back office IT system cannot store or retrieve most of the data. This is a common problem throughout Wales, the resolution of which has proven to be very time consuming. The Council has procured a new IT system that will 'go live' in December 2016 so it is hoped that the time and resource spent manually collecting this data will be reduced.</p> <p>It is worth noting that, in many cases, the sustainable development (SD) indicator definition is different to information collected in the LDP Annual Monitoring Report (AMR), and therefore the results are different in some cases. For example, in terms of housing approvals, the SD indicator records only detailed or final Reserved Matters approvals, whereas the LDP AMR quite rightly (for that context) also includes outline applications as evidence that allocated sites are coming forward. This can have significant differences in the results, for example the Reserved Matters approval for 340 dwellings at Wonastow Road is included in the SD indicators below but excluded from the AMR having been previously recorded at outline stage.</p> <p>These discrepancies have been checked and properly accounted for. Going forward, where appropriate, consideration will be given to amending the LDP AMR monitoring indicators slightly to reflect the SD indicators, so that similar data is only captured once, reducing duplicated effort and potential confusion. In other cases, such as reviewing progress on the delivery of LDP housing sites, the AMR monitoring indicator will remain unchanged.</p> | |

| | |
|------------------|--|
| Indicator | SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year. |
|------------------|--|

| | |
|--------------------------------|--------|
| Granted (square metres) | |
| Authority's data | 12,812 |

| | |
|--------------------------------|---|
| Refused (square metres) | |
| Authority's data | 0 |

The planning system should support economic development and steer such development to the most appropriate locations. This indicator provides information on the contribution the planning system is making to delivering traditional economic development in identified employment sites.

This performance indicator measures new buildings in square metres approved on allocated and protected employment sites. It excludes change of use consents where vacant buildings have been brought back into employment-generating use. It is also limited to measuring only 'B' use classes, and so excludes supporting employment uses such as hotels. Consequently, this data shows a small proportion of the decisions made to support economic growth in the County. More information can be found in the AMR.

During the monitoring period, 12,812 sq m of new economic development (as defined by this indicator) was approved on allocated employment sites. No applications for economic development on allocated or protected employment sites were refused. The applications included significant employment development on the Wonastow Road allocated employment land (part of a 6.5Ha employment site that received outline planning permission during the monitoring period) and for expansion at the InBev brewery in Magor.

This is a significantly higher take-up of employment land than in the previous reporting period (3925 sq. m). However, plenty of land is allocated within the LDP to allow for future take-up during the Plan period.

| | |
|------------------|--|
| Indicator | SD2. Planning permission granted for renewable and low carbon energy development during the year. |
|------------------|--|

| | |
|--|---|
| Granted permission (number of applications) | |
| Authority's data | 4 |

| | |
|--|----|
| Granted permission (MW energy generation) | |
| Authority's data | 17 |

The planning system can optimise renewable and low carbon energy generation. This indicator tells us part of the contribution the planning system is making to delivering renewable and low carbon energy generation and moving towards a low carbon economy.

Small scale renewables are now mostly permitted development and, because they do not need planning permission, will never appear in these stats returns. The indicator records only stand-alone schemes for the purpose of generating energy from renewables: it does not record, for example, solar panels on the roof of a new barn or on new dwellings.

Eight applications were approved over the monitoring period for on-site renewable energy generation. One of the schemes related to a biomass boiler plant to support an established Hotel/Restaurant in Skenfrith, in order to provide the business with a sustainable source of heating. The additional seven schemes related to solar development, three of which were for small scale solar power while the remaining four are considered to be solar farms. Of the solar farms a 2MW scheme has been permitted in Trostrey and two schemes are located in the South of the County in Magor and Sudbrook. These are both 5MW schemes and will each provide sufficient energy to support approximately 1500 homes over 25 years. An additional solar farm proposal on Council land was approved at Crick seeking to generate around 5.5MW of power.

Performance against this indicator has improved significantly since the previous APR, when 2 applications were approved.

The 2016-17 reporting period is likely to show a significant drop in approved schemes due to changes to Feed in Tariffs. This illustrates that factors outside of the planning system have the greatest influence on the delivery of renewable energy.

| | |
|------------------|--|
| Indicator | SD3. The number of dwellings granted planning permission during the year. |
|------------------|--|

| | |
|---|-----|
| Market housing (number of units) | |
| Authority's data | 484 |

| | |
|---|-----|
| Affordable housing (number of units) | |
| Authority's data | 159 |

The planning system can facilitate the provision of market and affordable housing to meet local housing requirements. This indicator provides information on the contribution of the planning system to delivering new housing.

It is worth noting that this data differs significantly from the LDP AMR data due to differences between the indicator definitions. In particular, this sustainable development indicator records only full planning permission and Reserved Matters approvals: outline consents are excluded.

During the monitoring period, detailed planning permission was granted for 484 market dwellings and 159 affordable units. This equates to 33% of all residential units approved being affordable. This is a significant improvement on last year's performance which saw just 267 dwellings approved (of which 19% were affordable). However, there is an issue with the LDP strategic housing sites coming forward in a timely fashion and this has affected our housing land supply. Of the 643 dwellings approved, 340 are on the Wonastow Road site. Applications have been submitted for three other strategic sites however approval has been delayed due to viability discussions (Sudbrook and Deri Farm) and due to an 18 moth Welsh Government Highways Division holding objection (Fairfield Mabey).

A detailed commentary on housing approvals is provided in the LDP AMR.

| | |
|------------------|--|
| Indicator | SD4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the year. |
|------------------|--|

| | |
|--|---|
| 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 | 0 |

| | |
|--|---|
| 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 | 0 |

| | |
|---|---|
| Number of residential units (and also hectares of non-residential units) that MET all TAN 15 tests which were GRANTED permission | |
| Authority's data | 1 |

The planning system has an important role in ensuring that new development is not exposed unnecessarily to flooding and can guide development to locations at little or no risk from flooding. This indicator provides information on how planning applications for development in floodplain areas are being managed.

During this reporting period, one dwelling was approved within flood zone C1 that met all TAN15 tests.

No development was refused on TAN15 flood risk grounds during the year. No development was approved that did not meet all TAN15 tests.

| | |
|------------------|---|
| Indicator | SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year. |
|------------------|---|

| | |
|---|---|
| Previously developed land (hectares) | |
| Authority's data | 3 |

| | |
|-----------------------------------|----|
| Greenfield land (hectares) | |
| Authority's data | 33 |

The planning system can ensure that, wherever possible, previously developed land is used in preference to greenfield sites, particularly those of high agricultural or ecological value. This indicator tells us where the planning system is directing new development.

The performance against this indicator simply reflects the rural nature of Monmouthshire as a County, with very little brownfield land available for development. Consequently, the majority of development is on greenfield land.

It is worth noting that the data provided above differs significantly from that recorded in our LDP AMR, because the definition for the SD indicator reported upon here excludes outline planning permissions, and therefore significant sites site as Wonastow Road, which secured outline planning permission during the reporting period, are not recorded here. Such schemes will be reported in future APRs when detailed planning permission or Reserved Matters consent is given.

| | |
|------------------|---|
| 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. |
|------------------|---|

| | |
|-----------------------------------|---|
| Open space lost (hectares) | |
| Authority's data | 0 |

| | |
|-------------------------------------|---|
| Open space gained (hectares) | |
| Authority's data | 5 |

Open spaces can provide recreational, amenity and environmental value as well as having a role in climate protection and adaptation to the impacts of climate change. This indicator measures how the planning system is protecting existing, and facilitating the provision of new, open spaces.

During the monitoring period no permissions were approved that would result in the loss of public open space.

As a result of planning permissions, 5Ha of new open space have been created.

| | |
|------------------|---|
| Indicator | SD7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure. |
|------------------|---|

| | |
|--|---------|
| Gained via Section 106 agreements (£) | |
| Authority's data | 917,672 |

| | |
|---|---|
| Gained via Community Infrastructure Levy (£) | |
| Authority's data | 0 |

Financial contributions can be used to fund the provision of community infrastructure required to support sustainable development. This indicator measures the level of financial contributions agreed for the provision of community infrastructure.

£0.9m worth of Section 106 contributions were secured during the reporting period, with £233k worth of S106 monies actually received by the Council during the same period. The latter relates to contributions actually paid as past planning permissions are implemented and the trigger points for payments reached. The low amount is a reflection of developments proceeding slowly and payment triggers not being met.

The Council is working towards adopting a CIL.

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REPORT

| | |
|------------------------------------|---|
| SUBJECT | REVENUE & CAPITAL MONITORING 2016/17 PERIOD 1 OUTTURN FORECAST STATEMENT |
| DIRECTORATE | Chief Executive's Unit |
| MEETING | Economy & Development Select Committee |
| DATE | 27th September 2016 |
| DIVISIONS/WARD AFFECTED | All Authority |

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 1 which represents month 2 financial information for the 2016/17 financial year. Revenue and Capital forecasting is being brought forward by a month against the usual timescale to provide members with relevant financial information before summer recess.
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
- assess whether effective budget monitoring is taking place,
 - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
 - challenge the reasonableness of projected over or underspends, and
 - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Cabinet notes the extent of forecast revenue overspend at period 1 of £1.37 million
- 2.2 That Cabinet requires Chief Officers to provide information on how the overspend position will be brought back within budget, including alternative plans to deliver the £301,000 mandated savings reported as not achievable in the next monitoring report.
- 2.3 That Cabinet requires Directors to review levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported prior to month 6 reporting.
- 2.4 That Cabinet appreciates the extent of predicted schools reserve usage and the anticipation that 13 schools will be in a deficit position by end of 2016-17.
- 2.5 That Cabinet considers the capital monitoring which exhibits only a small variance to budget as a result of recent Cabinet and Council approval on Caerwent House,
- 2.6 That Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year anticipated and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.

3. MONITORING ANALYSIS

3.1 Revenue Position

3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

3.1.2 Responsible Financial Officer's Summary of Overall Position Period 1

| Table 1: Council Fund 2016/17 Outturn Forecast Summary Statement at Period 1 (Month 2) | Annual Forecast @ Month 2 | Revised Annual Budget @ Month 2 | Forecast Over/(Under) Spend @ Month 2 |
|---|----------------------------------|--|--|
| | £'000 | £'000 | £'000 |
| Social Care & Health | 41,186 | 40,065 | 1,121 |
| Children & Young People | 50,936 | 50,520 | 416 |
| Enterprise | 9,654 | 9,179 | 475 |
| Operations | 17,291 | 17,250 | 41 |
| Chief Executives Unit | 6,808 | 6,834 | (26) |
| Corporate Costs & Levies | 19,868 | 19,796 | 72 |
| | | | |
| Net Cost of Services | 145,743 | 143,644 | 2,099 |
| | | | |
| Attributable Costs – Fixed Asset Disposal | 149 | 95 | 54 |
| Interest & Investment Income | (55) | (55) | 0 |
| Interest Payable & Similar Charges | 3,493 | 3,493 | 0 |
| Charges Required Under Regulation | 3,418 | 3,418 | 0 |
| Contributions to Reserves | 103 | 103 | 0 |
| Contributions from Reserves | (1,919) | (1,999) | 80 |
| | | | |
| Amounts to be met from Government Grants and Local Taxation | 150,932 | 148,699 | 2,233 |
| | | | |
| General Government Grants | (63,567) | (63,567) | 0 |
| Non-Domestic Rates | (27,981) | (27,981) | 0 |
| Council Tax | (63,961) | (63,411) | (550) |
| Council Tax Benefits Support | 5,945 | 6,258 | (313) |
| Net Council Fund (Surplus) / Deficit | 1,368 | (2) | 1,370 |
| | | | |
| Budgeted contribution from Council Fund | 0 | 2 | (2) |
| | 1,368 | 0 | 1,368 |

3.1.3 A comparison of the Net Council fund line against previous years activity indicates the following,

| Net Council Fund Surplus | 2016-17 £000 | 2015-16 £000 | 2014-15 £000 |
|---------------------------------|-------------------------|-------------------------|-------------------------|
| Period 1 | 1,368 deficit | 867 deficit | 219 deficit |
| Period 2 | | 1,066 deficit | 116 deficit |
| Period 3 | | 162 deficit | 144 deficit |
| Outturn | | 579 surplus | 327 surplus |

3.1.4 Whilst the expectation is for the trend to show a similarly improving position as the year progresses, the extent of forecast deficit reported as a consequence of this first period is cause for concern, especially in comparison to outturn figures which are only 3 months different and would have absorbed the effect of circa £0.7 million redundancy costs, mandated savings not made of £0.537m and cost pressures in children's social services circa £1.2 million. Since last year, however, £2.8 million has been taken out of the budget as mandated savings. It might therefore be expected that the first forecast of the year would be closer to the budget, rather than the picture shown below.

3.1.5 .

| Service | 2015-16 Outturn Variance £000 | 2016-17 Period 1 variance £000 | Difference £000 |
|-----------------------------|--|---|----------------------------|
| Social Care | 1283 | 1121 | (162) |
| Children & Young People | (86) | 416 | 502 |
| Enterprise | (70) | 475 | 545 |
| Operations | (398) | 41 | 439 |
| Chief Executives | (270) | (26) | 244 |
| Corporate | (195) | 72 | 267 |
| Net Cost of Services | 264 | 2099 | 1835 |

3.1.6 This first forecast is, however, indicative of the fact that it is based on 2 months actual data and 10 months estimated data. Service managers are naturally cautious about forecasting at this stage in the year, especially in areas where spend can be quite volatile. Directorates will be undertaking a piece of work to see if there is scope to move budgets to more accurately reflect where they are needed instead of continuing to report the extent of over or underspends outlined in the detail below. This would allow senior managers and Members to more clearly understand where the real pressures are and focus attention on managing these areas to ensure the overall budget is not exceeded. Once this further work is undertaken, recommendations will be brought back to Cabinet to find alternative savings for mandates and if further decisions are required to bring spending back in line with the budget.

3.1.7 Schools are also forecasting to use most of their reserves by the end of the year. Work is progressing to ensure that grant funding is identified in a timely manner so that this can be factored into the budget forecasts rather than coming it at the end of the year and causing a significant swing on the forecast. Budget management plans for all schools in deficit will be closely monitored to assess feasibility and progress and the need for any other mitigating actions.

3.1.8 In terms of the capital programme this year, it is relying on capital receipts being received in year – this is a risk that needs to be managed. If the capital receipts are not achieved there is the potential that borrowing will be required putting further strain on the revenue budget. In addition the tendered prices on the Future Schools programme are currently being worked through to see how the programme can be maintained within budget.

Analysis of the Revenue budget under and overspending positions in each Directorate.

3.1.9 A summary of main pressures and under spends within the Net Cost of Services Directorates are presented here:

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|--|---|--|---|---|---|
| Social Care & Health (SCH) | <p>Director's commentary</p> <p>At this early stage of the year the overall budget position for the directorate is exhibiting a £1.12m overspend.</p> <p>For the Adult Services division, the over spend at month 2 is £462K. We are on track to meet the £640K of mandated savings allocated to this division and are driving on with our practice change agenda.</p> <p>One area which we will further investigate as the year progresses is the Chepstow Community Care team which largely accounts for the divisional overspend. Over the past 12 months the Chepstow team has had pressures in terms of the need for residential placements and usage of approved domiciliary care providers is an additional factor.</p> <p>In terms of Children's Services, this division has a forecast overspend of £690K. As this is very early in the year being month 2, we need to exercise some caution as we know the external placement budget, which for some years has seen large overspends, has reduced demand from 2015/16. As placements in this area are very expensive, one or two placements during the year can see a rapid increase in spend.</p> <p>We are currently embarking on a new Children's Services strategy which will allow us to deal with future demand more effectively, not only from the budget but the outcomes of the child. Another strand is the workforce plan and once in full operation, will see a spend reduction with the withdrawal from the use of agency staffing.</p> | | | | |
| ADULT SERVICES | | | | | |
| Severn View DC | 112 | 0 | 112 | 112 | Main overspend is within the staffing budget due to cover for rota. The food and cleaning budgets are still overspending but a review of costs has commenced. |
| Transition Co-operative | (27) | 0 | (27) | (27) | Income from staff seconded to the partnership agreement with Bridges Community Centre |
| Adult Services Man/Support | (50) | 0 | (50) | (50) | Vacant Team manager disabilities post pending directorate restructure |
| Other Adult Services | (15) | 0 | (15) | (15) | See Appendix 6 |
| CHILDREN SERVICES | | | | | |
| Fostering Allowances and Payments For Skills | 153 | 0 | 153 | 153 | Reflects financial support to the current number and age mix of children in foster care and skills payments to carers with SGO's |
| Younger People's Accommodation | 124 | 0 | 124 | 124 | Overspend mainly due to supported housing costs for 3 young people |
| Counsel Costs | 111 | 0 | 111 | 111 | At present we have no data to suggest the overspend position will not change from that of last financial year. |
| External Placements - LAC | 72 | 0 | 72 | 72 | At present we are forecasting a reduction in children requiring |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|--|--|--|---|---|---|
| | | | | | placement and in the number of placement days (especially residential & schools/colleges). However this budget is extremely volatile and as such we estimate 61 placements compared to 71 in 2015/16. |
| External Placement - Non-LAC | (150) | 0 | (150) | (150) | This budget needs to be considered in conjunction with External Placement Lac Budget |
| SCYP - Placement & Support Team | 131 | 0 | 131 | 131 | Increased Court assessment and contact costs over and above the budget is the main cause of over spend |
| SCYP - Supporting Children & Young People Team | 222 | 0 | 222 | 222 | Continued use of agency staff and conveyance costs have contributed to the budget position |
| Safeguarding Unit | (35) | 0 | (35) | (35) | Vacant Safeguarding team manager pending restructure |
| FRS – Family Support Team | (29) | 0 | (29) | (29) | Underspend mainly due to a reduction in section 17 and conveyance costs. |
| Bus Cases / Temp Funding - Cabinet 06/05/15 | 71 | 0 | 71 | 71 | Posts within this Reserve funded budget are employed for the full year and agency staff are being used to cover vacancies. |
| Other Children Services | (10) | 0 | (10) | (10) | See Appendix 6 |
| COMMUNITY CARE | | | | | |
| Abergavenny Adult Team | (122) | 0 | (122) | (122) | There has been a reduction in the clients requiring residential care as more clients are able to cover own residential care |
| Monmouth Adult Team | 116 | 0 | 116 | 116 | The over spend is mainly within the domiciliary care budget which is supporting 1,200 weekly care hours. |
| Chepstow Adult Team | 535 | 0 | 535 | 535 | over the past 12 months a steady increase in clients requiring residential care. In addition the use of approved providers has also contributed to increase |
| Mental Health Care Team | 74 | 0 | 74 | 74 | This budget is seeing some early affects of the new charging policy. Loss of income due to how the new Social Services and wellbeing Act treats charging for respite care in particular. |
| Intermediate Care Fund | (115) | 0 | (115) | (115) | We are currently in the planning phases of development to allocate this remaining budget Awaiting bid approval from host Health Board |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|-----------------------------|--|--|---|---|-------------------------------------|
| Other see Appendix 6 | (45) | 0 | (45) | (45) | See SCH Appendix 6 |
| Total SCH at Month 2 | 1,121 | 0 | 1,121 | 1,121 | Total SCH Outturn at Month 2 |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse Green = Favourable | Headline Comment |
|--|--|--|---|---|---|
| Children & Young People (CYP) | <p>Director's commentary</p> <p>The Directorate's Month 2 position is a forecasted overspend of £416,000, which we are anticipating will fall as we progress through the year. The Youth Service remains a volatile area having been subject to a £200,000 saving mandate in 2015/16 and additional reductions in external grants this year. The ALN budget is also under significant pressure due to the requirement to support more of our pupils with complex needs.</p> | | | | |
| Psychology Service | 21 | n/a | 21 | 21 | High levels of sickness have resulted in the requirement to bring in additional staff. In addition, new test equipment needed to be purchased for which no budget was originally set. |
| Additional Learning needs | 188 | n/a | 188 | 188 | The contingency budget is forecasted to overspend by £260,000. This has been offset by a projected saving of £72,000 against Independents and Local Authorities. |
| Community Education Youth General | 207 | 0 | 207 | 207 | Significant reduction in external grants (C.£358k) has resulted in a sizeable projected overspend position.. 16-17 income – all we know of is £349k but this includes £90k of ESF, Remaining overspend is due to high income target set in order to compensate for loss of grant. |
| Other see Appendix 7 | 0 | n/a | 0 | 0 | |
| Total CYP at Month 2 | 416 | 0 | 416 | 416 | Total CYP Outturn at Month 2 |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|-------------------------------|---|--|---|---|--|
| Enterprise (ENT) | Director's commentary | | | | |
| | <p>The Directorate continues to respond to significant upheaval during the year with regard to increasing previous and current year mandated saving delivery and re-engineering of services. All of this is happening in tandem with lead responsibility for Future Monmouthshire and so balancing resources to manage today, whilst preparing for tomorrow is a challenge, but equally an opportunity we must continue to vigorously pursue.</p> <p>Commonly outturn forecasts improve during the year, and efforts will continue to be made to that end. But looking forward, continuing cost pressures remain around markets, leisure, museums and culture, and whilst we are generating more income than ever – it remains insufficient in meeting annually uplifted targets. This reflects some of the issues we're experiencing whereby the current service formats, mean we have saturated the markets available to us and without considerable capital investment - it is not feasible to charge premium rates. This position, which will not change as things currently stand, is now a driver underpinning exploration of alternative delivery vehicles and the Future Monmouthshire programme.</p> | | | | |
| Sustainability | 51 | 34 | 85 | 85 | £85k this is due to the sections inability to achieve the expected income target along with sustainable energy mandate |
| Strategic Property Management | 48 | 30 | 78 | 78 | Overspend by £78k is due in part to the inability to achieve this from the Strategic Property review mandate saving |
| Cemeteries | (54) | 0 | (54) | (54) | Under spend by £50k this mainly relates to higher income. |
| County Farms Unit | (19) | 0 | (19) | (19) | lower than anticipated revenue maintenance |
| Markets | 130 | 0 | 130 | 130 | inability to achieve the expected income target by £121k and unbudgeted employee costs from Borough Theatre |
| Community Hubs | 1 | 20 | 21 | 21 | unbudgeted supply staff along with the sections inability to achieve the full mandate saving relating to Community Hubs |
| Eisteddfod | (80) | 0 | (80) | (80) | £80k to be returned to the reserve the communities have raised £180k of the £300k underwritten |
| Whole Place | (18) | 0 | (18) | (18) | forecasting to underspend by £18k on supplies and services. |
| Economic Development | 0 | 90 | 90 | 90 | Delay in Commercialisation of assets mandate |
| Training Consolidation | 0 | 40 | 40 | 40 | The saving relating to the Training Services consolidation of £50,000 is unachievable. Alternative delivery plan being formulated |
| ICT General Overheads | 100 | 0 | 100 | 100 | The overspend relates to a past service mandate not yet achieved to realise extra income from commercialisation of our software and onward sale to external customers. |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|--|--|--|---|---|---|
| Museums | (20) | 20 | 0 | 0 | Whilst there is £40k inherent pressure affecting museums i.e. 20k relates to the additional Town Council Savings, 10k relates to Green screen savings carried forward from 2015-16 and 10k relates to the conservation service. The annual forecast is will be mitigated in full in future recovery plan proposals through revisions to service levels. |
| Leisure Service Management | 49 | 25 | 74 | 74 | 46k relates to a learning co-ordinator post which has been grant funded in the past, £20k relates to mandate B5 which is unachievable and £40k unbudgeted redundancy costs offset by underspends in supplies and services |
| Tourist Information, Caldicot Castle & Country Parks | 97 | 20 | 117 | 117 | £80k over spend at Caldicot relating to staff costs and historical budget pressures. £37k relates to TICS staff costs and the inability to raise extra income to cover these due to the reduced operating hours. |
| Other see Appendix 8 | (89) | 0 | (89) | (89) | |
| Total ENT at Month 2 | 196 | 279 | 475 | 475 | Total ENT Outturn at Month 2 |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|----------------------------|--|--|---|---|------------------|
| Operations (OPS) | Head of Operations Commentary | | | | |
| | Following the first two months transactions a small overspend is predicted in cleaning and schools catering. Work continues with town and community councils to gain support and funding for toilet cleaning which will assist is recovering the cleaning position and primary sector catering does suffer from variations leading into the Summer period. Often this is recovered in the Autumn and Winter period but officers will be monitoring performance. At this stage in the financial year officers anticipate some typical movement in budgets relating to service demand (waste disposal, recycling, winter maintenance etc.) but do not anticipate such variations placing pressure upon service budgets over the year. However the new SWTRA agreement and the new financial arrangement between the | | | | |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|-----------------------------|---|--|---|---|--|
| | lead authorities and SWTRA/WG is presently being developed and this has the potential to have a significant impact upon the budget as the method of cost recovery and the value of works undertaken is eventually agreed. Welsh Government is seeking to reduce the budget overall but at this stage it is not clear what effect this has upon MCC. It will become clearer during the year and the financial impact can be better assessed. | | | | |
| Building Cleaning | 8 | 20 | 28 | 28 | Over spend in relation to delay in passing cleaning service to Town /Community Councils |
| Schools Catering | 17 | 0 | 17 | 17 | The catering service is forecasting to overspend due to the sections inability to achieve the full additional 2.5% increase on income. |
| Other see Appendix 9 | (4) | 0 | (4) | (4) | Property Services on budget, need to ensure capital fee's estimates are achievable. Currently being analysed |
| Total OPS at Month 2 | 21 | 20 | 41 | 41 | Total OPS Outturn at Month 2 |

| Chief Executive's Office (CEO) | | | | | |
|---------------------------------------|--|--|---|---|---|
| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
| Revenues | 15 | 0 | 15 | 15 | Overspend mainly due to summons income being less than budgeted |
| Systems & Exchequer | (22) | 0 | (22) | (22) | additional recharge income received from Schools |
| Other see Appendix 10 | (84) | 65 | (19) | (19) | |
| Total CEO at Month 2 | (91) | 65 | (26) | (26) | Total CEO Outturn at Month 2 |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position <u>net</u> of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|--|--|--|---|---|---|
| Corporate (COL) | | | | | |
| Audit Commission Fees (Certification Grant Claims) | 0 | 0 | 0 | 0 | No variance identifiable at Month 2 |
| Early Retirement Pension Costs | 72 | 0 | 72 | 72 | Additional pension strain cost notified in latter part of 2015/16 |

| | | | | | |
|-----------------------------------|-----------|----------|-----------|-----------|-------------------------------------|
| Insurance Premium Payment(Direct) | 0 | 0 | 0 | 0 | No variance identifiable at Month 2 |
| Total COL at Month 2 | 72 | 0 | 72 | 72 | Total COL Outturn at Month 2 |

| Directorate / Service area | Forecast Outturn Position exclusive of savings not yet achieved £'000 | Targeted 2016-17 Savings not yet realised £'000 | Forecast Outturn Position net of savings not achieved £'000 | Movement since Period 0 Red= Adverse (Green) = Favourable | Headline Comment |
|---|--|--|--|---|---|
| Appropriations (APP) | | | | | |
| Attributable Costs - Fixed Asset Disposal | 54 | 0 | 54 | 54 | A reserve funded budget for Estates Officer time was omitted in error when preparing the 16/17 MTFP |
| Interest Payable and Similar Charges | 0 | 0 | 0 | 0 | No variance identifiable at Month 2 |
| Priority Investment Reserve | 80 | 0 | 80 | 80 | £80k contribution from reserves in respect of Eist |
| Total APP at Month 2 | 134 | 0 | 134 | 134 | Total App Outturn at Month 2 |

| Financing (FIN) | | | | | |
|------------------------------|--------------|------------|--------------|--------------|---|
| Council Tax | (550) | 0 | (550) | (550) | Increased Council Tax Base |
| Benefit Support | (313) | 0 | (313) | (313) | Less claimants than Budgeted |
| Total Financing | (863) | 0 | (863) | (863) | Total Financing Outturn at Month 2 |
| Grand Total @ Month 2 | 1,006 | 364 | 1,370 | 1,370 | |

3.1.10 More detailed monitoring information together with a narrative of more significant variance over £25,000 is provided in the Select Appendices 2 to 5.

3.2 **SCHOOLS**

3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 2 projections.

| Draft Council Fund Outturn 2016/17– Schools Summary outturn position at Month 2 (Period1) | (A) Opening Reserves (Surplus) / Deficit Position 2016/17 £'000 | (B) Budgeted Draw on School Balances 2016-17 £'000 | (C) Variance on Budgeted Reserve Draw £'000 | (D) Draw Forecasted on School Balances @ Month2 £'000 | Forecasted Reserve Balances at 2016-17 Outturn (A+D) £'000 |
|---|--|---|--|--|---|
| Clusters | | | | | |
| Abergavenny | (594) | 508 | 56 | 564 | (30) |
| Caldicot | (590) | 498 | 31 | 529 | (61) |
| Chepstow | 218 | (162) | 52 | (110) | 108 |
| Monmouth | (299) | 181 | (34) | 147 | (152) |
| Special | 109 | (50) | 0 | (50) | 59 |

| | | | | | |
|--|---------|-----|-----|-------|------|
| | (1,156) | 975 | 105 | 1,080 | (76) |
|--|---------|-----|-----|-------|------|

3.2.2 School balances at the beginning of the financial year amount to £1,156,000. The Schools budgeted draw upon balances is forecasted to be £975,000 for 2016/17, therefore leaving £181,000 as forecasted closing reserve balances. All schools are required to provide final budget statements by 31st May. CYP are, however, still awaiting 2 signed budgets which may result in a change to this budgeted amount. The anticipated draw on reserves as at period 1 is £105,000 more than budgeted, with the key message that 2016-17 likely to effectively eliminate collective school reserves.

3.2.5. This remains a cause for concern, which has been expressed in previous years, but hasn't actually manifest itself as a problem at the year-end due to the receipt of ad-hoc grants by EAS late in the year which supplement/mitigate the year end position.

| Financial Year-end | Net level of School Balances |
|--------------------|------------------------------|
| 2011-12 | (965) |
| 2012-13 | (1,240) |
| 2013-14 | (988) |
| 2014-15 | (1,140) |
| 2015-16 | (1,156) |
| 2016-17 Forecast | (76) |

CYP colleagues continue to work with EAS to improve the communication process, but ironically that may have an adverse effect on level of reserves needing to be carried forward.

3.2.4 6 schools exhibited a deficit position at the start of 2016/17 it is anticipated this will rise to 13 by end of 2016-17, effectively a third of schools will be in deficit by end of year. Particularly significant volatility is evident at Comprehensive school level with Monmouth not yet having returned its approved budget, King Henry utilising £241,000 reserve and pushing them to a £134,000 deficit, Caldicot utilising £204,000 of their reserve leaving a £5,000 surplus reserve and Chepstow being intent to replenish its reserve by £257,000. In the latter case governors subscribed to a further £56,000 savings during their budget setting consideration to ensure they were back on track with the 2016-17 reserve levels communicated in its original recovery plan.

3.2.7 Individual School Balances are available in Appendix A at the end of this report

3.3 2016/17 Savings Progress

3.3.1 This section monitors the specific savings initiatives and the progress made in delivering them in full by the end of 2016/17 financial year as part of the MTFP budgeting process. .

In summary they are as follows,

2016/17 Mandated Budgeted Savings Progress at Month 2

| DIRECTORATE | Specific Savings Initiatives 2016/17 £'s | Savings Identified @ Month 2 £'s | % Progress In Savings Achieved | Delayed Savings to 2017/18 £'s | Savings Unachievable in 2016/17 £'s |
|------------------------------------|---|---|---------------------------------------|---------------------------------------|--|
| Children & Young People | 600,000 | 600,000 | 100% | 0 | 0 |
| Social Care & Health | 640,000 | 640,000 | 100% | 0 | 0 |
| Enterprise | 799,000 | 540,000 | 68% | 0 | 259,000 |
| Operations | 1,065,000 | 1,045,000 | 98% | 0 | 20,000 |
| Chief Executives Office | 555,000 | 490,000 | 88% | 43,000 | 22,000 |
| Total Budgeted Savings | 3,659,000 | 3,315,000 | 91% | 43,000 | 301,000 |

3.3.2 Forecasted mandated savings are currently running at 91%, with currently £301,000 being deemed unachievable at the end of month 2, and a further £43,000 unlikely to crystallise in 2016-17.

3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.

3.3.4 The savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have reasons explaining the mandates delayed implementation. The following summary of savings mandates are still reported to be high or medium risk.

Children and Young People (CYP)

- Current financial year savings anticipated to be met in full.

Social Care & Health (SCH)

- Current financial year savings anticipated to be met in full.

Enterprise (ENT)

- Mandate A5: Sustainable Energy Initiatives: Expected income targets of £34,000 are unachievable, alternative delivery plan of increased income on property rental portfolio and reduced expenditure on repairs and maintenance proposed
- Mandate B3: Training Services Consolidation: Consolidation of authorities existing training functions and increased revenue streams is only likely to achieve £10,000 of the £50,000 originally reported. Alternative delivery plans are being considered.

- Mandate B5: Community Asset Transfer / Income Generation £160,000: £115,000 is currently unachievable as MCC still in discussions over transfer of Chepstow Drill Hall and Melville Theatre. £45,000 of the £60,000 savings contained within the mandate are forecast to be achieved.
- Mandate B18: Strategic Property Review: £30,000 shortfall identified as £10,000 from failure to achieve Residential Letting Income and £20,000 on the Depot Rationalisation Programme which will take longer than expected.
- Mandate 21: Town & Community Councils: The mandate is currently £60,000 short of the £135,000 in regard to the service collaboration for Tourism (£20k), Museums (£20k) and Community Hubs (£20k). The Museums element is anticipated to be found from revised service levels.

Operations (OPS)

- Mandate 21: Town & Community Councils: The mandate is currently £20,000 short of the £265,000 in regard to the service collaboration for Public Conveniences.

Chief Executive's Office

- Mandate B2: Rationalise Business Support: £22,000 currently being forecast as unachievable, alternative delivery plan will be implemented at month 6 if savings still cannot be found.
- Mandate B11: Senior Leadership Structure Review: Currently £42,700 of the £315,000 mandated savings still to be found. Current structures under review in regard to achieving this further saving.

3.4 Capital Position

3.4.1 The summary Capital position as at month 2 is as follows

| MCC CAPITAL BUDGET MONITORING 2016-17 AT MONTH 2 by SELECT COMMITTEE | | | | | | |
|---|----------------------------------|---|--|--|---|--|
| CAPITAL BUDGET SELECT PORTFOLIO | Annual Forecast £'000 | Slippage Brought / Forward £'000 | Total Approved Budget 16/17 £'000 | Provisional Capital Slippage to 2017/18 £'000 | Revised Capital Budget 2016/17 £'000 | Forecasted Capital Expenditure Variance £'000 |
| Children & Young People | 33,161 | 39,731 | 43,227 | (10,066) | 33,161 | 0 |
| Adult | 92 | 30 | 92 | 0 | 92 | 0 |
| Economic & Development | 445 | 680 | 380 | 0 | 380 | 65 |
| Strong Communities | 7,939 | 3,243 | 7,939 | 0 | 7,939 | 0 |
| Capital Schemes Total | 41,637 | 43,684 | 51,638 | (10,066) | 41,572 | 65 |

3.5 Proposed Slippage to 2017-18

3.5.1 The only proposed slippage apparent at month 2 relates to Future Schools initiative, and reflects the latest cash flow profile provided by CYP colleagues.

3.6 Capital Outturn

3.6.1 The only revision to capital programme has been to reflect the changes approved to Caerwent House scheme approved by Cabinet in June meeting, which introduces net £65,000 costs to be afforded from unspecified underspends in capital programme as year progresses.

3.6.2 Whilst schemes are commonly reported as being at breakeven with budget this early in the financial year, past year's activity suggests this prediction is unlikely to be the reality at outturn. The tendered prices on the Future Schools programme are currently being worked through and may result in a capital pressure.

3.7 Capital Financing and Receipts

3.7.1 Given the anticipated capital spending profile reported in para 3.1.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2016-17 AT MONTH 2 By FINANCING CATEGORY

| CAPITAL FINANCING SCHEME | Annual Forecast Financing | Slippage Brought / Forward | Total Approved Financing Budget 16/17 | Provisional Budget Slippage to 2017/18 | Revised Financing Budget 2016/17 | Forecasted 2016/17 Capital Financing |
|-------------------------------------|----------------------------------|-----------------------------------|--|---|---|---|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| Supported Borrowing | 2,406 | 0 | 2,406 | 0 | 2,406 | 0 |
| General Capital Grant | 1,464 | 0 | 1,464 | 0 | 1,464 | 0 |
| Grants and Contributions | 15,640 | 16,050 | 16,875 | (1,235) | 15,640 | 0 |
| S106 Contributions | 1,262 | 880 | 1,262 | 0 | 1,262 | 0 |
| Unsupported borrowing | 11,969 | 11,553 | 20,801 | (8,832) | 11,969 | 0 |
| Earmarked reserve & Revenue Funding | 1,091 | 590 | 1,091 | 0 | 1,091 | 0 |
| Capital Receipts | 7,627 | 14,500 | 7,627 | 0 | 7,627 | 0 |
| Low cost home ownership receipts | 112 | 112 | 112 | 0 | 112 | 0 |
| Unfinanced | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | |
| Capital Financing Total | 41,572 | 43,684 | 51,339 | (10,066) | 41,572 | 0 |

3.8 Useable Capital Receipts Available

3.8.1 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2016/20 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

| TOTAL RECEIPTS | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|---|----------------|----------------|----------------|----------------|
| | £000 | £000 | £000 | £000 |
| Balance b/f 1 st April | 5,311 | 11,753 | (2,746) | (1,812) |
| ADD | | | | |
| Receipts forecast received | 21,640 | 5,400 | 5,400 | 5,500 |
| Deferred capital receipts | 4 | 4 | 4 | 4 |
| LESS | | | | |
| Receipts to be applied | (7,928) | (18,171) | (4,471) | (509) |
| Set aside | (7,274) | (1,732) | 0 | 0 |
| Predicted Year end receipts balance | 11,753 | (2,746) | (1,813) | 3,182 |
| Financial Planning Assumption 2016/20 MTFP Capital Budget | 18,151 | 6,452 | 3,985 | 3,481 |
| Increase / (Decrease) compared to MTFP Capital Receipts Forecast | (6,398) | (9,198) | (5,798) | (298) |

3.8.2 The balances forecast to be held at the 31st March each year are lower than forecast in the MTFP, mainly due to the delayed LDP receipts. The difference reduces to virtually nil by March 2020 when all the LDP sites are forecast to have been sold. The table above is artificial in evidencing negative receipts, this wouldn't be the reality, alternative funding sources would need to be utilised when a positive level of receipts expires, and levels of set aside will be reviewed during 2016/17 to ensure the balances held at the 31st March remain positive.

3.8.3 The forecast receipt figure above for 2016/17 includes receipts from the old Abergavenny cattle market site, Coed Glas and the Old County Hall site. However there is an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford. Much of the capital receipts funding presumptions concerning affording Future schools aspirations are predicated on receiving the cattle market receipt during 2016-17, and at the moment the timing of this material receipt appear a little uncertain.

3.9 Reserve Usage

3.9.1 Revenue and Capital monitoring reflects an approved use of reserves. At this early stage in the year, services assume full reserve usage of amounts previously approved, with the exception of Eisteddfod funding where the Council agreed to underwrite any shortfall in £300,000 community fund raising. Given activity evident in this first period a further £80,000 backstop funding won't be necessary on top of the previous £130,000 fund raising evident at outturn. There is a separate report on the Cabinet agenda relating to a review of earmarked reserves and recommendations for how they are managed going forward.

3.9.2 The following predicted position reflects capital and revenue presumptions evident in period 1 monitoring.

| SUMMARY EARMARKED RESERVES FORECAST 2016-17 | | | | | |
|--|-------------------|-----------------|------------------|------------------|-------------------|
| Earmarked Reserves | 2015-16 | Revenue | | Capital Usage | 2016-17 |
| | | Approved Usage | | | |
| | C/FWD | Replenishment | Draw on | | c/fwd |
| | | of Reserves | Reserves | | |
| Invest to Redesign | -1,298,155 | -72,508 | 507,357 | 233,363 | -629,943 |
| IT Transformation | -886,835 | | | 248,862 | -637,973 |
| Insurance & Risk Management | -1,236,396 | | | | -1,236,396 |
| Capital Receipt Regeneration | -322,361 | | 95,376 | | -226,985 |
| Treasury Equalisation | -990,024 | | | | -990,024 |
| Redundancy & Pensions | -1,311,256 | | 592,521 | | -718,735 |
| Capital Investment | -1,264,599 | | | 619,236 | -645,363 |
| Priority Investment | -1,120,069 | | 783,914 | | -336,155 |
| Museums Acquisitions | -56,760 | | | | -56,760 |
| Elections | -108,183 | -25,000 | 100,000 | | -33,183 |
| Grass Routes Buses | -139,702 | -5,000 | | | -144,702 |
| Sub Total | -8,734,340 | -102,508 | 2,079,168 | 1,101,461 | -5,656,219 |
| Restricted Use Reserves | | | | | |
| Youth Offending Team | -325,000 | | | | -325,000 |
| Building Control Trading | -12,008 | | | | -12,008 |
| Outdoor Education Centres | -190,280 | | | | -190,280 |
| CYP Maternity | -104,000 | | | | -104,000 |
| Total Earmarked Reserves | -9,365,628 | -102,508 | 2,079,168 | 1,101,461 | -6,287,507 |

4 REASONS

4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

5 RESOURCE IMPLICATIONS

5.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

6.1 The decisions highlighted in this report have no equality and sustainability implications.

7 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairman
Head of Legal Services
Head of Finance

8 BACKGROUND PAPERS

8.1 Month 2 monitoring reports, as per the hyperlinks provided in the Select Appendices

9 AUTHOR

Mark Howcroft – Assistant Head of Finance
Dave Jarrett – Senior Accountant Business Support

10 CONTACT DETAILS

Tel. 01633 644740

e-mail. markhowcroft@monmouthshire.gov.uk


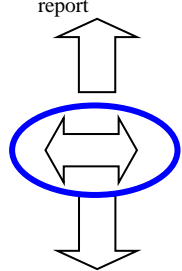

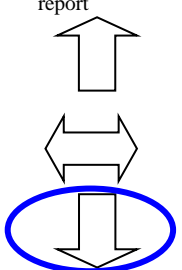
Appendices

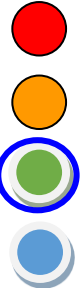
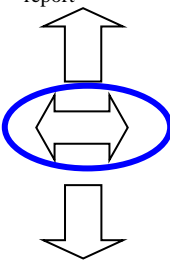
Appendix 1 Mandated Savings Progress Report
Appendix 2 Strong Communities Select Committee portfolio position statement
Appendix 3 Economy and Development Select Committee portfolio position statement
Appendix 4 Adult Select Committee portfolio position statement
Appendix 5 Children and Young People Select Committee portfolio position statement

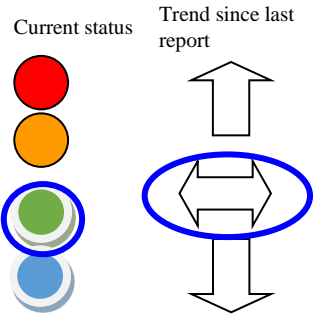
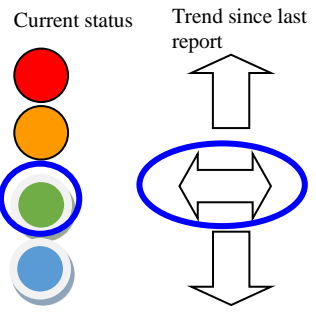
Budget Mandates

Progress and Next Steps at Month 2 (31st May 2016)

Page 239

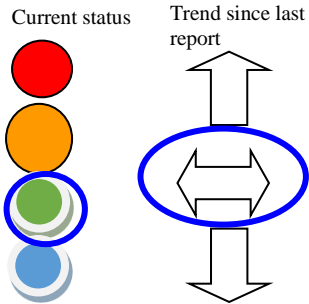
| Mandate RAG | Progress up to month 2 | Next Steps | Type | Year-end target | Forecasted to achieve | Variance | Owner |
|--|---|---|----------------------------|-----------------------|-----------------------|-----------------------|----------------|
| Mandate Financial Year 13/14 Garden Waste Current status  Trend since last report  | Increase in charges for Garden Waste collection service. The charge for a garden waste service has increased from the 1 st April 2016 to £14 per permit. Each permit provides a one bag entitlement to a weekly collection service. A proportion of the additional income has already been realised at month 2 with the service predicting full income achievable in the financial year. | No next steps | Income Savings Total | 40,000 0 40,000 | 40,000 0 40,000 | 0 0 0 | Rachel Jowitt |
| Mandate A5 Sustainable Energy Initiatives Current status  Trend since last report  | Investing in biomass boilers, solar farms and reduction in Carbon Commitment. The solar farm grid connection has now been achieved. A business case for the solar farm is currently being considered by finance colleagues. Following approval it is anticipated that partial income will be generated in the financial year against the mandate target. | Establish timeline for approval of business case and Member approval. | Income Savings Total | 0 34,000 34,000 | 0 0 0 | 0 34,000 34,000 | Ben Winstanley |

| | An alternative plan for any shortfall in budget target will be considered as part of Month 6 reporting. | | | | | | | |
|---|---|--|--|---------|--------|--------|--------|--------------------------------|
| <p>Mandate A14</p> <p>Home to School Transport</p> <p>Current status  Trend since last report  </p> | | | | | | | | |
| <p>Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.</p> <p>Post 16 travel grant was removed in the financial year 2014/15 and budget base realigned.</p> <p>Mandate monitoring for the service identified for the financial year 2015/16 further savings would not be realised as grant had previously ceased and budget removed from service area.</p> <p>This maintains to be the position will the savings allocated to the financial year 2016/17.</p> <p>Transport Policy review has yet to be commenced.</p> <p>Alternative Delivery Plan at month 2 – The service has reduced other operational budgets to realise the savings identified in this mandate.</p> | | <p>Continue discussions with elected Members on commencement of policy review.</p> <p>Alternative Delivery Plan – Month 2 reporting identified original plan not achievable as budget removed from service in previous financial year</p> | | Income | 0 | 0 | 0 | Roger Hoggins/ Richard Cope |
| | | | | Savings | 30,000 | 0 | 30,000 | |
| | | | | Total | 30,000 | 0 | 30,000 | |
| | | | | Total | 30,000 | 30,000 | 0 | |

| | | | | | | | |
|--|--|--|---|--------------------------------------|--------------------------------------|----------------------------|-------------------------|
| <p>Mandate A20</p> <p>Gwent Music</p> <p>Current status Trend since last report</p>  | <p>Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient.</p> <p>Following consultation with Schools it was agreed to maintain the Gwent Music subsidy with the funding reduction to come via the Individuals School's Budget (ISB)</p> <p>The £50k was removed from the ISB for delegated funds to schools for the financial year 2016/17.</p> <p>An Access fund continues to operate and administered through the service.</p> | <p>To continue to work with Gwent music to develop the music provision for Monmouthshire schools in light of the current financial climate.</p> <p>Gwent music continues to work closely with MCC to ensure the funding is used to support the need of Monmouthshire's pupils.</p> <p>Gwent music to continue to work on any potential income generation opportunities</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Nikki Wellington</p> |
| <p>Mandate A24</p> <p>Transition - Bright New Futures (SC&H)</p> <p>Current status Trend since last report</p>  | <p>Partnership transition project with Bridges.</p> <p>We entered the second year of a three year partnership transitions project with Bridges.</p> <p>The second year of the project we achieved savings in line with the original mandates as well as meeting the project objectives.</p> <p>This financial year we have entered the final year of the partnership agreement, mandate targets are on track to achieve within this financial year.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>12,000</p> <p>12,000</p> | <p>0</p> <p>12,000</p> <p>12,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Julie Boothroyd</p> |

Mandate A28

Community Hubs



Community Hubs aim to deliver services in a different way, aligning them with the Whole Place philosophy. This will introduce major changes to how the library, one stop shop, Community Education and citizen advice and support services are delivered. We will create a hub in each town where in person services will be delivered. The contact centre will aim to provide a reliable and informed first point of contact for people contacting us other than in person.

We envisage works to commence on Abergavenny Hub during 2017 following a period of public and Member consultation to agree plans and costs.

Alternative Delivery Plan as at Month 2 (variance on original mandate target)
Due to delayed implementation of the community hub in Abergavenny the service has identified a reduction in the services resources budget along with the savings from staffing budgets due to vacancies.

Commence Member and Public consultation to agree plans and costs.

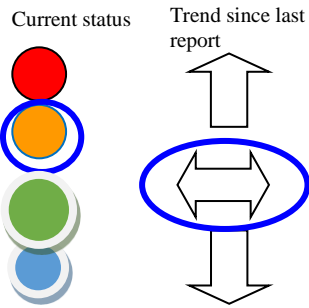
| | | | |
|---------|--------|---|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 0 | 50,000 |
| Total | 50,000 | 0 | 50,000 |

| | | | |
|---------|--------|--------|---|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 50,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Deborah Hill-Howells/
Rachel Jowitt

Mandate A34

Adult Social Care Transformation



The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with **community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.**

During the financial year 2014/15 we worked as a collective team with Learning Disabilities as a more strategy area for practice change. As a result of this work we met the full mandate savings target which has been a major challenge but one that we have succeeded.

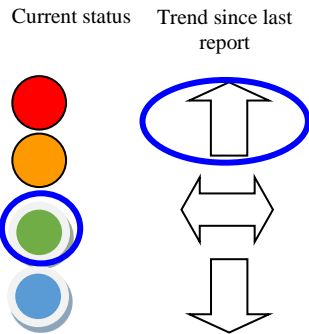
Moving into 2016/17 the size of the challenge around the mandate cannot be underestimated. We have the right size and operate practice change to deliver the identified savings as well as pave the way for savings planned for 2017/18. As a collective team we appear to be on line to make these savings but stress it is very early in the financial year.

| | | | |
|---------|---------|---------|---|
| Income | 0 | 0 | 0 |
| Savings | 628,000 | 628,000 | 0 |
| Total | 628,000 | 628,000 | 0 |

Julie Boothroyd

Mandate B1

Leisure Services Income Generation



Income generation/cost savings within the service.

The summer activities have been remodelled to being more commercially focused, 'The Monmouthshire Games'. This new model if proved to be successful will be rolled out across other school holiday periods. The change in delivery method is anticipating to generate an additional £10k across the whole of the financial year

We have re-engaged with Technogym to look at innovative ways to retain members through the 'My Wellbeing System'. We have designed monthly member challenges and introduced KPI's to monitor performance, and

To continue to develop the new model and provide activities through all other school holiday periods.

Continue to monitor retention rates of members and continue to promote facilities at specific times throughout the year.

| | | | |
|---------|---------|---------|---|
| Income | 55,000 | 55,000 | 0 |
| Savings | 65,000 | 65,000 | 0 |
| Total | 120,000 | 120,000 | 0 |

Ian Saunders

designed 3 specific targeted promotions. Retention and increase in new membership anticipates to generate an additional £10k

The current Learn to swim programme is operating very successfully at 95%. Opportunities have been identified in some of our settings to further increase the % take up in swimming to generate an additional £10k.

Events have already been planned for the financial year that include 'Status Quo' at Caldicot Castle this summer. This act along with other events already being planned will generate £25k additional income.

A restructure is scheduled to take place within the next few months, resulting in a reduced budget requirement amounting to £55k.

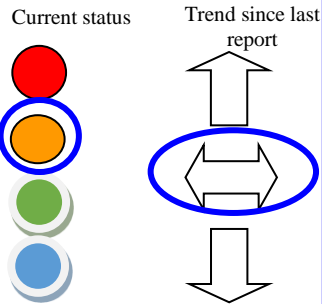
Current external management arrangements for the cleaning contract will be brought back in house resulting in a saving of £10k.

Continue to monitor the membership of the programme.

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

Mandate B2

Rationalise Business Support



Review the business support functions across the whole Authority to identify savings.


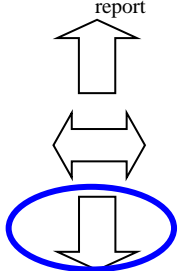
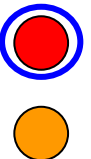

To date 56% of the total savings have been achieved. Further exploration continues to identify the current shortfall in mandate target.

An alternative delivery plan will be put in place at month 6 if further savings have not been identified.

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

| | | | |
|---------|--------|--------|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 28,000 | 22,000 |
| Total | 50,000 | 50,000 | 22,000 |

Tracey Harry

| | | | | | | | |
|---|---|---|---|---|--------------------------------------|---|--|
| <p>Mandate B3</p> <p>Training Services consolidation</p> <p>Current status </p> <p>Trend since last report </p> | <p>Consolidation of the Authorities existing training functions.</p> <p>An initial report for the Authorities training provision has been produced outlining some income generating opportunities along with some budget savings through identified efficiencies.</p> <p>Further work is required across all training leads in the Authority to firm this report up, an update expected to be known at Month 6. Due to the delay in this detailed work the original mandate will not be achieved in the financial year 2016/17.</p> <p>Alternative Delivery Plan as at Month 2 (variance on original mandate target) - The service has considered alternative plans to deliver savings identified in the original mandate, however this would require a reduction in staffing levels resulting in non-delivery of demand led training needs of the Authority.</p> | <p>Continue to work with training leads to provide greater detail to the initial report, clearly identifying income generation opportunities and efficiencies.</p> <p>The service to continue to review other opportunities to contribute to original mandate savings identified.</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>10,000</p> <p>10,000</p> | <p>0</p> <p>40,000</p> <p>40,000</p> | <p>Peter Davies</p> |
| <p>Mandate B5</p> <p>Community Asset Transfer/ Income generation</p> <p>Current status </p> <p>Trend since last report </p> | <p>Community Asset Transfer of two properties (£60k)</p> <p>MCC are still in discussion with Chepstow Town Council over the future usage of the Drill Hall building.</p> <p>The Estates department are currently requesting expression of interests from the Community groups for transfer of the Melville Theatre.</p> | <p>Continue discussions</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>100,000</p> <p>60,000</p> <p>160,000</p> | <p>0</p> <p>45,000</p> <p>0</p> | <p>100,000</p> <p>15,000</p> <p>115,000</p> | <p>Peter Davies</p> <p>Deb Hill-Howells/</p> |






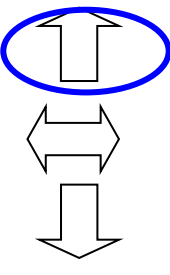
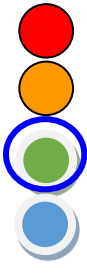
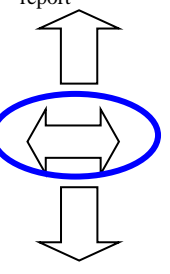
The savings identified in this mandate will be partially achieved in this financial year - £45k

Optimise Council Assets to Income Generate (£100k)

The savings to be achieved from Mandate B5 had been increased by £100k as a result of opportunities that the Authority wished to explore around working with commercial partners to exploit income generation opportunities around the use of its assets. As a result of initial exploration it is now unlikely that savings will be generated in 2016/17 from opportunities originally identified although these are still being pursued. However, as a result of the emergent Future Monmouthshire programme a specific work stream is being developed that will focus on identifying opportunities to optimise and commercially exploit assets. As this work stream develops there will be an early focus on opportunities that might offer the ability to generating savings in the short-term. A further update will be provided at month 6 where it is hoped that a more optimistic view can be offered on part or all of the savings being achieved.”

Alternative Delivery Plan as at Month 2 (variance on original mandate target) –

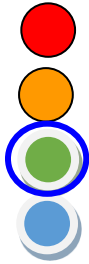
There is no alternative savings plan being offered forward at this stage as this will be explored as part of the FM strand referred to above.

| | | | | | | | |
|--|--|---|---|--------------------------------------|--------------------------------------|----------------------------|-----------------------|
| <p>Mandate B7</p> <p>Legal Services</p> <p>Current status </p> <p>Trend since last report </p> | <p>Income generation by providing Legal services to external organisations.</p> <p>Negotiations with Melin Homes were delayed to an unsuccessful recruitment process following retirement of the team member that had responsibility for planning agreements.</p> <p>The service has seen an increase in demand from within the Authority, and current proposals are to realign the vacant post to cover this demand, resulting in little scope to income generate from external bodies.</p> <p>Alternative Delivery Plan as at Month 2 (variance on original mandate target) The service has received a one off grant from WG in respect of local land charges litigation. This grant will allow for the Income generation figures included in the original mandate to be covered for this financial year, however a pressure will exist for future financial years.</p> | | <p>Income 25,000</p> <p>Savings 0</p> <p>Total 25,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>25,000</p> <p>0</p> <p>25,000</p> | | <p>Robert Tranter</p> |
| <p>Mandate B8</p> <p>Promoting Business Waste</p> <p>Current status </p> <p>Trend since last report </p> | <p>Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.</p> <p>A policy was approved through Individual Member Decision on the 11th November 2015 for the prohibition of commercial vehicles at the Household Waste Recycling Centres.</p> <p>The policy was introduced in April 2016. Tonnages (which equal cost) appeared to have reduced and therefore there is confidence that the savings will be made.</p> | <p>Continue to monitor trade waste.</p> | <p>Income 80,000</p> <p>Savings 0</p> <p>Total 80,000</p> | <p>80,000</p> <p>0</p> <p>80,000</p> | <p>80,000</p> <p>0</p> <p>80,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Rachel Jowitt</p> |

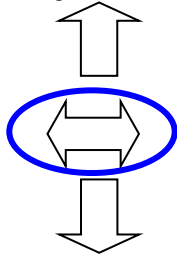
Mandate B9

**Planning Services-
Income Generation**

Current status



Trend since last report



Reduce the net cost of planning services with the increase of income from planning applications received.

Planning application fee income for the first 2 months of the year is down on the same period last year, some of which can be explained by the higher than normal number of major applications attracting large fees received in April 2015.

Income within the service can fluctuate significantly from month to month due to the high fees a small number of large applications can make.

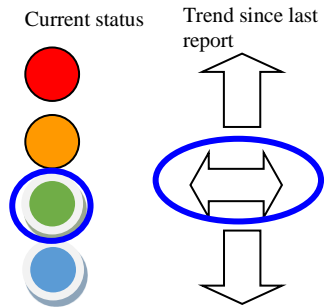
Legislative changes from August 2016 may increase application number before implementation, further update on applications will be available at month 6 reporting.

| | | | |
|--------------|---------------|---------------|----------|
| Income | 40,000 | 40,000 | 0 |
| Savings | 0 | 0 | 0 |
| Total | 40,000 | 40,000 | 0 |

Mark Hand

Mandate B10

Extension shared lodgings housing scheme



Increase the Shared Housing Scheme within Monmouthshire. (£40k)

The service is experiencing the on-going challenge of acquiring private accommodation to discharge duty. The service continues to market the scheme and is further developing the web site to attract new landlords.

The service has secured leased properties.

Reduction in B&B costs. (£10k)

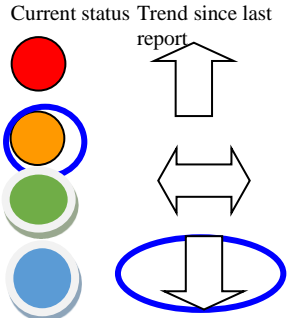
B&B placement and in average stay time reductions has resulted in a reduction in costs, however with the on-going challenge on securing private landlords for the Shared Housing Scheme this could result in B&B placements increasing in the future.

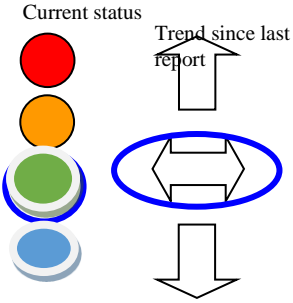
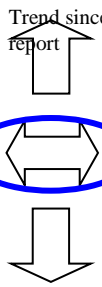
A priority for this financial year will be to evaluate the impact and benefit of the Joint Housing approach, engage with private landlords to facilitate discharging the homeless prevention duty and develop a private leasing model.

Continue to monitor the emerging risk of the consideration by Central Government to review the housing benefit regulations which could potentially reduce the housing benefit management charge resulting in a reduction in income to the service in future years.

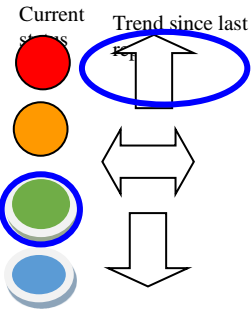
| | | | |
|---------|--------|--------|---|
| Income | 40,000 | 40,000 | 0 |
| Savings | 10,000 | 10,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Ian Bakewell

| | | | | | | | |
|---|--|--|---|--|--|--------------------------------------|----------------------|
| <p>Mandate B11</p> <p>Leadership Team Structure Review</p> <p>Current status Trend since last report</p>  | <p>Re-alignment of Senior Key Posts and Roles.</p> <p>Cabinet gave approval to the Chief Executive on the 4th May 2016 to proceed with the Leadership Review.</p> <p>The report outlined a reduction of 8 management positions at Head of Service level, with the addition of 3 new posts.</p> <p>Interviews took place on the 28th May 2016.</p> <p>Council on the 8th June approved the post of Chief Officer Resources.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>315,000</p> <p>315,000</p> | <p>0</p> <p>272,300</p> <p>272,300</p> | <p>0</p> <p>42,700</p> <p>42,700</p> | <p>Paul Matthews</p> |
|---|--|--|---|--|--|--------------------------------------|----------------------|

| | | | | | | |
|--|--|--|---|--------------------------------------|--------------------------------------|---|
| | <p>This restructure amounts to a reduction in budget amounting to £272.3k</p> <p>Alternative Delivery Plan as at Month 2 (variance on original mandate target) – An alternative delivery plan is not available as at Month 2.</p> | | | | | |
| <p>Mandate B12</p> <p>Second Phase Review of subsidies to 3rd Sector</p> <p>Current status</p>  <p>Trend since last report</p>  | <p>Consolidation and reduction of grants to 3rd sector providers.</p> <p>Following discussions with 3rd Sector bodies, revenue contributions were reduced in line with the mandate proposals.</p> <p>Funding has been secured for the Healthy Homes Scheme from another service for a 12 month period which commenced in April 2016, following this timescale the service will cease unless an alternative funding stream is secured.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>0</p> <p>0</p> <p>Will McLean</p> |
| <p>Mandate B13</p> | | | <p>Income</p> | <p>150,000</p> | <p>130,000</p> | <p>20,000</p> |

**Highways
Infrastructure
Income Generation**



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Income generation from highway advertisements across Monmouthshire (£50k)

Due to planning problems that have been encountered by the service with the installation of the signs, an anticipated delay in income is currently being reported amounting to £20k as at Month 2. Highway and planning colleagues are working on acceptable locations.

Increase in additional car parking spacing (£100k)

Review of off street public parking took place in 2014 and following extensive consultation a report was taken to Cabinet in September 2014, with a decision to propose a new car park order.

The Car Park Order has been circulated for consultation.

The service is currently reporting that the additional income identified from increased car park spaces in the mandate is on track for delivery but is subject to the outcome of the Car Park Order and Cabinet approval.

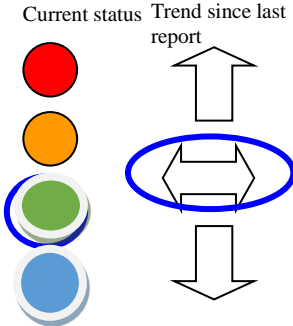
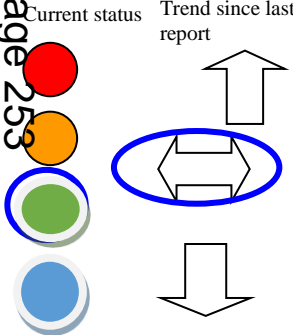
Alternative Delivery Plan as at month 2 (variance on original mandate target) – The service is looking to wider advertising opportunities to vehicles, bus shelters to offset the anticipated shortfall on original mandate targets.

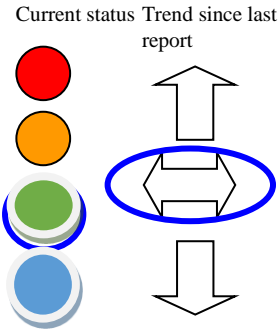
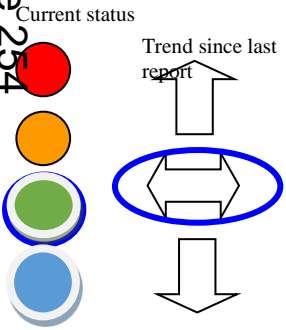
The report along with recommendations is scheduled for Cabinet in July 2016.

Alternative Delivery Plan due to forecasted shortfall on budget target as at Month 2

| | | | | |
|---------|---------|---------|--------|---|
| Savings | 0 | 0 | 0 | Roger Hoggins |
| Total | 150,000 | 130,000 | 20,000 | |
| Income | 20,000 | 20,000 | 0 | Alternative Delivery Plan due to forecasted shortfall on budget target as at Month 2 |
| Savings | 0 | 0 | 0 | |
| Total | 20,000 | 20,000 | 0 | |
| Income | 0 | 0 | 0 | |

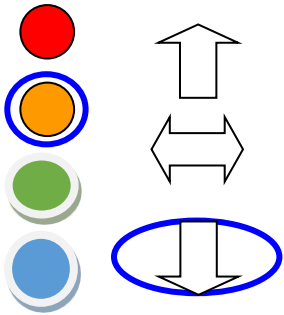
Mandate B14

| | | | | | | | |
|---|--|--|---|--|--|----------------------------|----------------------|
| <p>Grounds – Funding Review</p> <p>Current status Trend since last report</p>  | <p>Highways verge maintenance – reduce the number of cuts in the contract in line with the pollinator policy.</p> <p>In line with the pollinator policy the Authority has reduced highway verge mowing to one cut.</p> <p>Expansion of the partnership arrangements with Green Fingers, Abergavenny.</p> <p>MCC have been working in partnership with Green Fingers on the Lina Vista Site, Abergavenny. This partnership has been expanded and the group are now undertaking the routine maintenance of the site with support from MCC.</p> | <p>The Authority will continue to monitor highway verges to ensure safety remains a priority and where required take appropriate action.</p> | <p>Savings</p> <p>Total</p> | <p>75,000</p> <p>75,000</p> | <p>75,000</p> <p>75,000</p> | <p>0</p> <p>0</p> | <p>Rachel Jowitt</p> |
| <p>Mandate B15</p> <p>Highways Maintenance</p> <p>Current status Trend since last report</p>  | <p>Reducing the budgets within the highways section.</p> <p>Two posts have been transferred to SWTRA and an additional post deleted from the highways service.</p> <p>In addition a reduction in budgets for materials and vehicles has taken place.</p> <p>The mandate is on target to be delivered within the financial year</p> | <p>No next steps necessary</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>200,000</p> <p>200,000</p> | <p>0</p> <p>200,000</p> <p>200,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Roger Hoggins</p> |
| <p>Mandate B16</p> | | | | | | | |

| | | | | | | | |
|---|--|--|--|---|--|----------------------------|---------------------|
| <p>Flexible Employment Options</p> <p>Current status Trend since last report</p>  | <p>Market to all staff the Authority's flexible benefits and employment packages.</p> <p>The Authority has introduced an additional annual purchase scheme to the other flexible employment benefits already on offer.</p> <p>The new scheme was launched on the 31st May allowing employees the opportunity to buy an additional 10 days leave per year.</p> <p>The service is confident in achieving the savings identified in this mandate based on information received from other Authorities operating similar schemes.</p> | <p>Monitor the number of additional leave purchased in line with the financial reporting timeline.</p> <p>Continue to market all of the flexible employment benefits available to employees.</p> | | <p>Income 0</p> <p>Savings 50,000</p> <p>Total 50,000</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Peter Davies</p> |
| <p>Mandate B17</p> <p>Business rates valuation - Appeals</p> <p>Current status Trend since last report</p>  | <p>Rate refunds following appeals</p> <p>The valuation office are continuing to focus on business rates so little progress has been made on any appeals to date. A monitoring meeting is scheduled with Cook and Arkwright on the 22nd September by which time progress is expected on appeals work with further information being available for month 9 reporting.</p> <p>Despite the current delay, Cooke and Arkwright are still very confident that these appeals will be successful and the £140k identified income will be achieved towards the end of the financial year.</p> | <p>Continued monitoring of position and planned update meetings with Cooke and Arkwright.</p> | | <p>Income 140,000</p> <p>Savings 0</p> <p>Total 140,000</p> | <p>140,000</p> <p>0</p> <p>140,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Ruth Donovan</p> |
| <p>Mandate B18</p> | | | | | | | |

Strategic Property Review

Current status



Residential Agency Service (£10k)

The original mandate identified the creation of an Arm's Length Company to provide a residential agency service. Following Legal advice it is highly unlikely that this is now a sound proposition, however discussions are on-going.

Termination of lease (£10k)

Termination of leases to generate efficiencies is on track to achieve the savings identified in the mandate for the financial year 2016/17.

Depot Rationalisation Programme (£20k)

Discussions have commenced around depot rationalisation. The project will require detailed service modelling, along with staff and public consultation. The timeline for this work will span over several financial years. The reduction in costs included in this mandate will not be achieved within this financial year.

Letting Income from renting additional properties (£20k)

Proposed income being delivered from additional property rental in on target to deliver within the financial year.

Alternative Delivery Plan as at Month 2 (variance on original mandate target) – Due to other pressure within the service an alternative delivery plan has not been possible.

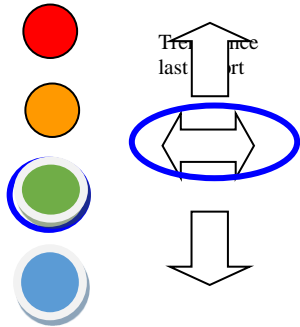
| | | | | |
|---------|--------|--------|--------|-------------------------------------|
| Income | 30,000 | 20,000 | 10,000 | Deb Hill-Howells/ Ben Winstanley |
| Savings | 30,000 | 10,000 | 20,000 | |
| Total | 60,000 | 30,000 | 30,000 | |

Mandate B19

| | | | | |
|--------|--------|--------|---|--|
| Income | 15,000 | 15,000 | 0 | |
|--------|--------|--------|---|--|

Property Services and Facilities Management review

Current status



Page 256

Reduction in corporate building maintenance budgets.

The budgets have been reduced within the financial year. ***The shortfall in the purchase card rebate savings of £7.5k will be covered by increasing the reduction in the corporate building maintenance budget.***

Purchase rebates from the use of procurement cards. (£15k)

The implementation of the procurement card is anticipated by the 1st July, ***It is anticipated that this will reduce the savings to £7.5k for the financial year.***

Facility Management restructure (£35k)

Two vacant posts have been removed from the staffing establishment that has contributed to the savings identified along with additional income generation through the provision of services to Gwent Police via the Shared facility management arrangement.

Transport cost reductions (£10k)

The fleet size for the catering/cleaning service has reduced, along with changing to more fuel efficient vehicles, resulting in targeted savings on track for delivery.

Reduction in supplies and services (£20k)

The service has reduced the supplies and services budgets

Continue to monitor corporate buildings maintenance requirements to ensure they remain fit for purpose for the organisation.

Continue to monitor progress of implementation. If a delay in proposed implementation date, Service Manager to identify an alternative delivery plan at Month 6.

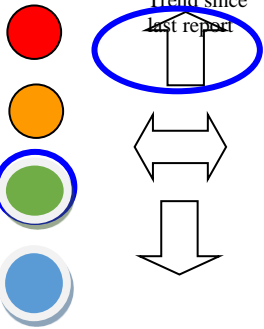
Continue to review fleet to identify any further efficiencies.

| | | | | |
|---------|---------|---------|---|-------------|
| Savings | 85,000 | 85,000 | 0 | Rob O'Dwyer |
| Total | 100,000 | 100,000 | 0 | |

Mandate B20

Phase 3 of Additional Learning Needs review

Current status



Deri View SNRB (£50k)

Cabinet considered a report on the 13th April 2016 regarding the SNRB at Deri View with a decision to consider the place of the SNRB within a much wider review that is currently underway, including the provision for Additional Learning Needs and Inclusion Services across the Authority and South East Wales region. There has been a significant reduction in the pupils being educated in the SNRB resulting in a reduction in the staffing requirements and savings achievable for the financial year amounting to £50k

Placement costs for External pupils attending Mounton House (£250k).

Placement costs were increased from January 2016. Current projected numbers from external placements for this term and the Autumn term will result in income target being achieved within the financial year.

Implementation of new funding formula from April 2016. (£250k).

Statutory process to introduce the change in the funding formula for delegation rates to Mounton House School has been completed and came into effect from April 2016, resulting in savings identified in the mandate being achieved within the financial year.

Continue the wider review to include Additional Learning Needs and Inclusion Services across the Authority and the South East Wales region as agreed by Cabinet on the 13th April 2016.

Continue to monitor external pupil placements numbers.

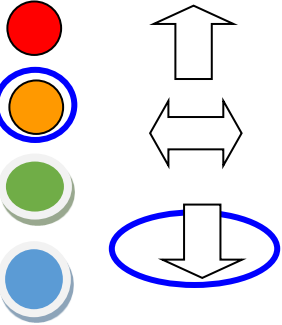
| | | | |
|---------|---------|---------|---|
| Income | 250,000 | 250,000 | 0 |
| Savings | 300,000 | 300,000 | 0 |
| Total | 550,000 | 550,000 | 0 |

Sharon Randall-Smith

Mandate B21

Town and Community Councils

Current status Trend since last report



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Community Hubs (£90k)

A reduction in resources budgets, and savings from staff vacancies will result in £70k of the identified target being achievable in the financial year.

Public Conveniences (£110k)

Contribution from Town Councils amounting to £80k, and a reduction in maintenance and utilities of £10k. £90k of the identified target is achievable within the financial year.

Tourism (£25k)

A contribution of £5k to date has been secured from the Town Council for Chepstow TIC.

Museums (£20k)

No contribution from the Town Councils for Museum Services have been secured to date. But the service will be revised accordingly to mitigate the savings pressure in full.

Waste (£83.5k)

Contributions received from the Town Councils.

Grounds (£71.5k)

Staff vacancies within the service will achieve the identified target within the financial year.

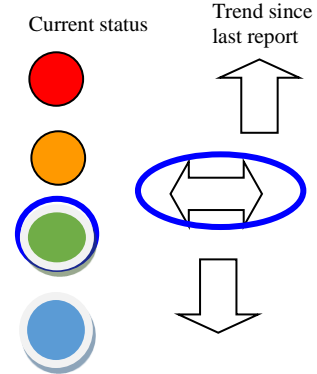
Alternative Delivery Plan as at Month 2 (variance on original mandate target) – An alternative delivery plan is not available as at Month 2.

| | | | |
|---------|---------|---------|--------|
| Income | 0 | 0 | 0 |
| Savings | 400,000 | 320,000 | 80,000 |
| Total | 400,000 | 320,000 | 80,000 |

Roger Hoggins

Mandate B22

Collaboration and realigning structures in operations



A joint working/collaboration between Newport City Council and Monmouthshire County Council for the provision of passenger transport.

Newport and MCC continue to collaborate Management arrangements to deliver passenger transport. Interim arrangements have been extended until the 31st October 2016, with a view to taking forward collaboration during this period.

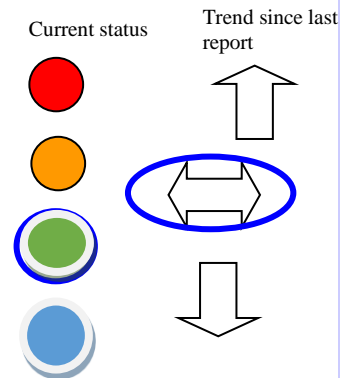
| | | | |
|---------|---------|---------|---|
| Income | 0 | 0 | 0 |
| Savings | 100,000 | 100,000 | 0 |
| Total | 100,000 | 100,000 | 0 |

Roger Hoggins

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Mandate B23

Discretionary Fees and Income

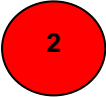
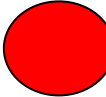
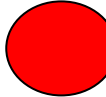
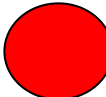
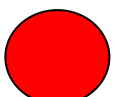

















Increase discretionary fees and charges, calculated at 10% through cost reduction the service area or increased income.

Early indications from the services are that discretionary fee targets are on track for delivery, however they are subject to external factors that will continue to be monitored by service areas.

| | | | |
|---------|--------|--------|---|
| Income | 25,200 | 25,200 | 0 |
| Savings | 0 | 0 | 0 |
| Total | 25,200 | 25,200 | 0 |

Joy Robson

| Status Summary Month 2 | Status Summary Month 6 | Status Summary Month 9 | Status Summary Outturn | Key |
|---|---|--|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Not on target. Concerns identified with delivery of mandate.

Monitoring required. Current status indicates partial delivery on mandate targets for the financial year.

On target to deliver all savings within the financial year.

Over achieving on original targets identified.

Mandate Reference Key

A – Mandates that originated in the financial year 2015/16 or earlier but also impact in the current financial year, 2016/17.

B – New mandates for the financial year 2016/17

| Mandate Number | Mandate Summary | RAG Month 2 | RAG Month 6 | RAG Month 9 | RAG Outturn |
|----------------|--|-------------|-------------|-------------|-------------|
| 13/14 | Waste | | | | |
| A5 | Sustainable Energy Initiatives | | | | |
| A14 | Home to School Transport | | | | |
| A20 | Gwent Music | | | | |
| A24 | Transition - Bright New Futures | | | | |
| A28 | Community Hubs/Contact Centre | | | | |
| A34 | Adult Social Care Transformation | | | | |
| B1 | Income generation – Leisure | | | | |
| B2 | Rationalise business support | | | | |
| B3 | Training Services Consolidation | | | | |
| B5 | Community Asset Transfer/Income Generation | | | | |
| B7 | Legal Services | | | | |
| B8 | Promoting Business Waste | | | | |
| B9 | Planning Services – Income Generation | | | | |
| B10 | Extension shared lodgings housing scheme | | | | |
| B11 | Leadership Team Structure Review | | | | |
| B12 | Second Phase Review of subsidies to 3 rd Sector | | | | |
| B13 | Highways Infrastructure Income Generation | | | | |
| B14 | Grounds – Funding Review | | | | |
| B15 | Highways Maintenance | | | | |
| B16 | Flexible employment options | | | | |
| B17 | Business rates Evaluation - Appeals | | | | |
| B18 | Strategic Property Review | | | | |
| B19 | Property Services and Facilities Management Review | | | | |
| B20 | Phase 3 of Additional Learning Needs review | | | | |
| B21 | Town and Community Councils | | | | |
| B22 | Collaboration and realigning structure sin operations | | | | |
| B23 | Discretionary Fees and Income | | | | |

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Strong Communities Select Committee Portfolio Position Statement Month 2 (2016/17)

APPENDIX 2

Head of Operations Commentary

Following the first two months transactions a small overspend is predicted in cleaning and schools catering. Work continues with town and community councils to gain support and funding for toilet cleaning which will assist in recovering the cleaning position and primary sector catering does suffer from variations leading into the Summer period. Often this is recovered in the Autumn and Winter period but officers will be monitoring performance. At this stage in the financial year officers anticipate some typical movement in budgets relating to service demand (waste disposal, recycling, winter maintenance etc.) but do not anticipate such variations placing pressure upon service budgets over the year. However the new SWTRA agreement and the new financial arrangement between the lead authorities and SWTRA/WG is presently being developed and this has the potential to have a significant impact upon the budget as the method of cost recovery and the value of works undertaken is eventually agreed. Welsh Government is seeking to reduce the budget overall but at this stage it is not clear what effect this has upon MCC. It will become clearer during the year and the financial impact can be better assessed.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

| Service Area | Original Budget £000's | Budget Virements £000's | Budget at Month 2 £000's | Forecast Outturn £000's | Variance at Month 2 £000's |
|--------------------------|---------------------------|-------------------------------|--------------------------------|-------------------------------|----------------------------------|
| Chief Executive's Office | 6,810 | 24 | 6,834 | 6,808 | (26) |
| Operations | 17,255 | (5) | 17,250 | 17,291 | 41 |
| Corporate | 19,795 | 0 | 19,795 | 19,867 | 72 |
| Appropriations | 5,755 | (700) | 5,055 | 5,189 | 134 |
| Financing | (148,701) | 0 | (148,701) | (149,564) | (863) |
| | | | | | |
| Total | (99,086) | (681) | (99,767) | (100,409) | (642) |

1.2 The most significant over and underspends are

| Service | Overspend Predicted £000's | Underspend Predicted £000's | Commentary on forecasted outturn |
|--------------------------------|---------------------------------------|--|---|
| CEO | | | |
| Revenues | 15 | | Overspend mainly due to summons income being less than budgeted |
| Systems & Exchequer | | (22) | additional rechargeable income received from Schools |
| Other CEO | | (19) | See Appendix 10 |
| | | | |
| OPERATIONS | | | |
| Service | Overspend Predicted £000's | Underspend Predicted £000's | Commentary on forecasted outturn |
| Operations – Building Cleaning | 28 | | Over spend in relation to delay in passing cleaning service to Town /Community Councils |
| Operations – School Catering | 17 | | The catering service is forecasting to overspend due to the sections inability to achieve the full additional 2.5% increase on income |
| Other Operations | | (4) | See Appendix 9 |

| Corporate Services | Overspend Predicted £000's | Underspend Predicted £000's | Commentary on forecasted outturn |
|---|---------------------------------------|--|---|
| CORPORATE | | | |
| Early Retirement Pension Costs | 72 | | Additional pension strain cost notified in latter part of 2015/16 for 2016/17 financial year |
| APPROPRIATIONS | | | |
| Attributable Costs - Fixed Asset Disposal | 54 | | A reserve funded budget for Estates Officer time was omitted in error when preparing the 16/17 MTFP |
| Priority Investment Reserve Funding | 80 | | £80k is not required to help fund the Eisteddfod in Abergavenny |
| FINANCING | | | |
| Council Tax | | (550) | Increased Council Tax Base |
| Benefit Support | | (313) | Less claimants than budgeted for |
| | | | |
| Total Strong Communities | 266 | (908) | Net Underspend (642) |

1.3 Please see Appendix 9,10,11,12 and 13 for further analysis of the directorate expenditure at month 2.

2. 2016-17 Savings Progress

2.1 The savings required by the 2016-17 budget mandates have not yet been fully secured.

Operations Budgeted savings are £1,065,000 and at month 2, £1,045,000 have been identified. Of the remaining savings, £20,000 are deemed to be unachievable.

Chief Executives budgeted savings were £555,000. £490,300 has been identified at month 2. Of the remaining savings, £22,000 is deemed to be unachievable and £47,200 will be achieved through an alternative delivery model.

| Man. No. | Description | Target Savings £'s | Forecast Savings Identified £'s | Delayed Till 2016/17 £'s | Unachievable £'s |
|----------|---|-----------------------|------------------------------------|--------------------------------|---------------------|
| | STRONG COMMUNITIES | | | | |
| 13/14 | Garden Waste | 40,000 | 40,000 | 0 | 0 |
| A14 | Home to School Transport | 30,000 | 30,000 | 0 | 0 |
| A28 | Community Hubs | 25,000 | 25,000 | 0 | 0 |
| B8 | Promoting Business Waste | 80,000 | 80,000 | 0 | 0 |
| B13 | Highways Infrastructure Income Generation | 150,000 | 150,000 | 0 | 0 |
| B14 | Grounds – funding review | 75,000 | 75,000 | 0 | 0 |
| B15 | Highways Maintenance | 200,000 | 200,000 | 0 | 0 |
| B19 | Property Services Management Review | 100,000 | 100,000 | 0 | 0 |
| B21 | Town & Community Councils | 265,000 | 245,000 | 0 | 20,000 |

| | | | | | |
|-----|---|------------------|------------------|---------------|---------------|
| B22 | Collaboration and realigning structures in Operations | 100,000 | 100,000 | 0 | 0 |
| | | | | | |
| | Total Operations | 1,065,000 | 1,045,000 | 0 | 20,000 |
| | | | | | |
| | CHIEF EXECUTIVES' | | | | |
| B2 | Rationalise Business Support | 50,000 | 28,000 | 0 | 22,000 |
| B7 | Legal Services | 25,000 | 25,000 | 0 | 0 |
| B11 | Senior Leadership Team Restructure | 315,000 | 272,300 | 42,700 | 0 |
| B17 | Business Rates Appeals | 140,000 | 140,000 | 0 | 0 |
| B23 | Discretionary Fees And income | 25,000 | 25,000 | 0 | 0 |
| | | | | | |
| | Total CEO | 555,000 | 490,300 | 42,700 | 22,000 |

2.1.1 Please see Savings Mandate Appendix SM for further details on savings

Mandate Reference Key

A – Mandates that originated in the financial year 2015/16 or earlier but also impact in the current financial year, 2016/17.

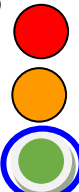
B – New mandates for the financial year 2016/17

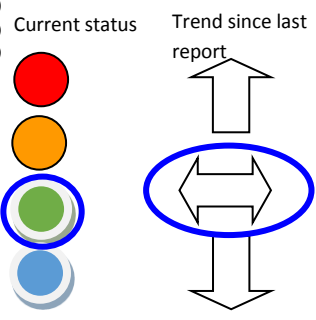
| Mandate Number | Mandate Summary | RAG Month 2 | RAG Month 6 | RAG Month 9 | RAG Outturn |
|----------------|--|-------------|-------------|-------------|-------------|
| 13/14 | Waste | | | | |
| A14 | Home to School Transport | | | | |
| A28 | Community Hubs/Contact Centre | | | | |
| B2 | Rationalise business support | | | | |
| B7 | Legal Services | | | | |
| B8 | Promoting Business Waste | | | | |
| B9 | Planning Services – Income Generation | | | | |
| B11 | Leadership Team Structure Review | | | | |
| B13 | Highways Infrastructure Income Generation | | | | |
| B14 | Grounds – Funding Review | | | | |
| B15 | Highways Maintenance | | | | |
| B17 | Business rates Evaluation - Appeals | | | | |
| B19 | Property Services and Facilities Management Review | | | | |
| B21 | Town and Community Councils | | | | |
| B22 | Collaboration and realigning structure in operations | | | | |
| B23 | Discretionary Fees and Income | | | | |

Budget Mandates

Progress and Next Steps at Month 2 (31st May 2016)

Page 269

| Mandate RAG | Progress up to month 2 | Next Steps | Type | Year-end target | Forecasted to achieve | Variance | Owner |
|--|---|---------------|----------------------------|-----------------------|-----------------------|-------------|---------------|
| Mandate Financial Year 13/14 Garden Waste  | Increase in charges for Garden Waste collection service. <p>The charge for a garden waste service has increased from the 1st April 2016 to £14 per permit.</p> <p>Each permit provides a one bag entitlement to a weekly collection service.</p> <p>A proportion of the additional income has already been realised at month 2 with the service predicting full income achievable in the financial year.</p> | No next steps | Income Savings Total | 40,000 0 40,000 | 40,000 0 40,000 | 0 0 0 | Rachel Jowitt |

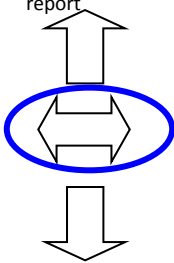


Mandate A14

Home to School Transport

Current status

Trend since last report



Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.

Post 16 travel grant was removed in the financial year 2014/15 and budget base realigned.

Mandate monitoring for the service identified for the financial year 2015/16 further savings would not be realised as grant had previously ceased and budget removed from service area.

This maintains to be the position will the savings allocated to the financial year 2016/17.

Continue discussions with elected Members on commencement of policy review.

| | | | |
|---------|--------|---|--------|
| Income | 0 | 0 | 0 |
| Savings | 30,000 | 0 | 30,000 |
| Total | 30,000 | 0 | 30,000 |

Roger Hoggins/
Richard Cope

| | | | | | | | |
|--|---|---|-------|--------|--------|---|--|
| | <p>Transport Policy review has yet to be commenced.</p> <p>Alternative Delivery Plan at month 2 – The service has reduced other operational budgets to realise the savings identified in this mandate.</p> | <p>Alternative Delivery Plan – Month 2 reporting identified original plan not achievable as budget removed from service in previous financial year</p> | Total | 30,000 | 30,000 | 0 | |
|--|---|---|-------|--------|--------|---|--|

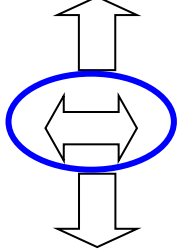
Mandate A28

Community Hubs

Current status



Trend since last report



Community Hubs aim to deliver services in a different way, aligning them with the Whole Place philosophy. This will introduce major changes to how the library, one stop shop, Community Education and citizen advice and support services are delivered. We will create a hub in each town where in person services will be delivered. The contact centre will aim to provide a reliable and informed first point of contact for people contacting us other than in person.

We envisage works to commence on Abergavenny Hub during 2017 following a period of public and Member consultation to agree plans and costs.

Alternative Delivery Plan as at Month 2 (variance on original mandate target)

Due to delayed implementation of the community hub in Abergavenny the service has identified a reduction in the services resources budget along with the savings from staffing budgets due to vacancies.

Commence Member and Public consultation to agree plans and costs.

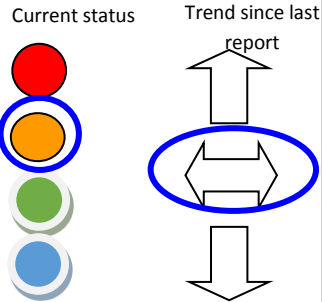
| | | | |
|---------|--------|---|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 0 | 50,000 |
| Total | 50,000 | 0 | 50,000 |

| | | | |
|---------|--------|--------|---|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 50,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Deborah Hill-Howells/
Rachel Jowitt

Mandate B2

Rationalise Business Support



Review the business support functions across the whole Authority to identify savings.

To date 56% of the total savings have been achieved. Further exploration continues to identify the current shortfall in mandate target.

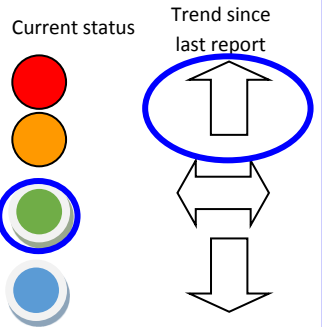
An alternative delivery plan will be put in place at month 6 if further savings have not been identified.

| | | | |
|---------|--------|--------|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 28,000 | 22,000 |
| Total | 50,000 | 50,000 | 22,000 |

Tracey Harry

Mandate B7

Legal Services



Income generation by providing Legal services to external organisations.

Negotiations with Melin Homes were delayed to an unsuccessful recruitment process following retirement of the team member that had responsibility for planning agreements.

The service has seen an increase in demand from within the Authority, and current proposals are to realign the vacant post to cover this demand, resulting in little scope to income generate from external bodies.


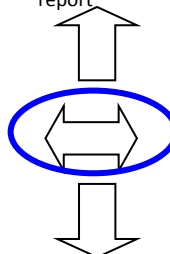
Alternative Delivery Plan as at Month 2 (variance on original mandate target)

The service has received a one off grant from WG in respect of local land charges litigation. This grant will allow for the

| | | | |
|---------|--------|---|--------|
| Income | 25,000 | 0 | 25,000 |
| Savings | 0 | 0 | 0 |
| Total | 25,000 | 0 | 25,000 |

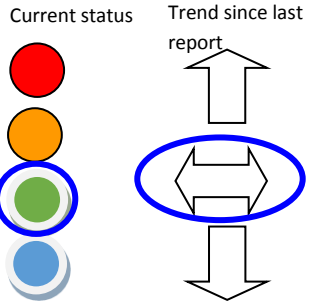
Robert Tranter

| | | | |
|---------|--------|--------|---|
| Income | 0 | 0 | 0 |
| Savings | 25,000 | 25,000 | 0 |
| Total | 25,000 | 25,000 | 0 |

| | | | | | | | |
|--|---|---|---|--------------------------------------|--------------------------------------|----------------------------|----------------------|
| | <p>Income generation figures included in the original mandate to be covered for this financial year, however a pressure will exist for future financial years.</p> | | | | | | |
| <p>Mandate B8</p> <p>Promoting Business Waste</p> <p>Current status </p> <p>Trend since last report </p> | <p>Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.</p> <p>A policy was approved through Individual Member Decision on the 11th November 2015 for the prohibition of commercial vehicles at the Household Waste Recycling Centres.</p> <p>The policy was introduced in April 2016. Tonnages (which equal cost) appeared to have reduced and therefore there is confidence that the savings will be made.</p> | <p>Continue to monitor trade waste.</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>80,000</p> <p>0</p> <p>80,000</p> | <p>80,000</p> <p>0</p> <p>80,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Rachel Jowitt</p> |

Mandate B9

**Planning Services-
Income Generation**



Reduce the net cost of planning services with the increase of income from planning applications received.

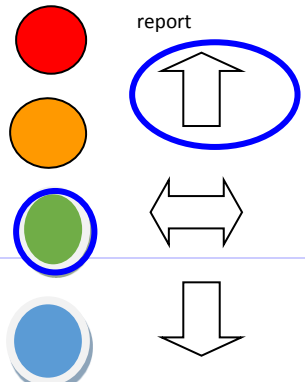
Planning application fee income for the first 2 months of the year is down on the same period last year, some of which can be explained by the higher than normal number of major applications attracting large fees received in April 2015.

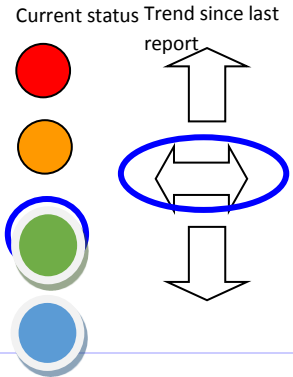
Income within the service can fluctuate significantly from month to month due to the high fees a small number of large applications can make.

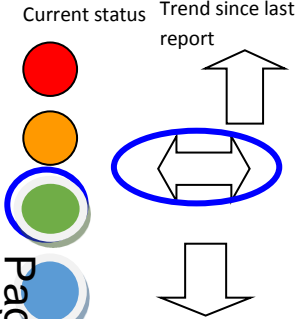
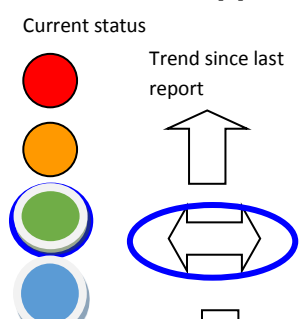
Legislative changes from August 2016 may increase application number before implementation; further update on applications will be available at month 6 reporting.

| | | | | |
|--------------|---------------|---------------|----------|-----------|
| Income | 40,000 | 40,000 | 0 | Mark Hand |
| Savings | 0 | 0 | 0 | |
| Total | 40,000 | 40,000 | 0 | |

| | | | | | | | |
|--|--|--|---|--|--|--------------------------------------|----------------------|
| <p>Mandate B11</p> <p>Leadership Team Structure Review</p> <p>Current status Trend since last report</p>  | <p>Re-alignment of Senior Key Posts and Roles.</p> <p>Cabinet gave approval to the Chief Executive on the 4th May 2016 to proceed with the Leadership Review.</p> <p>The report outlined a reduction of 8 management positions at Head of Service level, with the addition of 3 new posts.</p> <p>Interviews took place on the 28th May 2016.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>315,000</p> <p>315,000</p> | <p>0</p> <p>272,300</p> <p>272,300</p> | <p>0</p> <p>42,700</p> <p>42,700</p> | <p>Paul Matthews</p> |
|--|--|--|---|--|--|--------------------------------------|----------------------|

| | | | | | | |
|--|---|---|---|--|--|---|
| | <p>Council on the 8th June approved the post of Chief Officer Resources.</p> <p>This restructure amounts to a reduction in budget amounting to £272.3k</p> <p>Alternative Delivery Plan as at Month 2 (variance on original mandate target) – An alternative delivery plan is not available as at Month 2.</p> | | | | | |
| <p>Mandate B13</p> <p>Highways Infrastructure Income Generation</p> <p>Current status</p> <p>Trend since last report</p>  | <p>Income generation from highway advertisements across Monmouthshire (£50k)</p> <p>Due to planning problems that have been encountered by the service with the installation of the signs, an anticipated delay in income is currently being reported amounting to £20k as at Month 2. Highway and planning colleagues are working on acceptable locations.</p> <p>Increase in additional car parking spacing (£100k)</p> | <p>The report along with recommendations is</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>150,000</p> <p>0</p> <p>150,000</p> | <p>130,000</p> <p>0</p> <p>130,000</p> | <p>20,000</p> <p>0</p> <p>20,000</p> <p>Roger Hoggins</p> |

| | | | | | | | |
|--|--|---|---|--------------------------------------|--------------------------------------|----------------------------|----------------------|
| | <p>Review of off street public parking took place in 2014 and following extensive consultation a report was taken to Cabinet in September 2014, with a decision to propose a new car park order.</p> <p>The Car Park Order has been circulated for consultation.</p> <p>The service is currently reporting that the additional income identified from increased car park spaces in the mandate is on track for delivery but is subject to the outcome of the Car Park Order and Cabinet approval.</p> <p>Alternative Delivery Plan as at month 2 (variance on original mandate target) – The service is looking to wider advertising opportunities to vehicles, bus shelters to offset the anticipated shortfall on original mandate targets.</p> | <p>scheduled for Cabinet in July 2016.</p> <p>Alternative Delivery Plan due to forecasted shortfall on budget target as at Month 2</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>20,000</p> <p>0</p> <p>20,000</p> | <p>20,000</p> <p>0</p> <p>20,000</p> | <p>0</p> <p>0</p> <p>0</p> | |
| <p>Mandate B14</p> <p>Grounds – Funding Review</p> <p>Current status Trend since last report</p>  | <p>Highways verge maintenance – reduce the number of cuts in the contract in line with the pollinator policy.</p> <p>In line with the pollinator policy the Authority has reduced highway verge mowing to one cut.</p> <p>Expansion of the partnership arrangements with Green Fingers, Abergavenny.</p> <p>MCC have been working in partnership with Green Fingers on the Lina Vista Site, Abergavenny. This partnership has been</p> | <p>The Authority will continue to monitor highway verges to ensure safety remains a priority and where required take appropriate action.</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Rachel Jowitt</p> |

| | | | | | | | | | | | | | | | | |
|---|--|--|--|--------|---------|---------|---|---------|---------|---------|---|-------|---------|---------|---|---------------|
| | expanded and the group are now undertaking the routine maintenance of the site with support from MCC. | | | | | | | | | | | | | | | |
| <p>Mandate B15</p> <p>Highways Maintenance</p> <p>Current status Trend since last report</p>  | <p>Reducing the budgets within the highways section.</p> <p>Two posts have been transferred to SWTRA and an additional post deleted from the highways service.</p> <p>In addition a reduction in budgets for materials and vehicles has taken place.</p> <p>The mandate is on target to be delivered within the financial year</p> | No next steps necessary | <table> <tr> <td>Income</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Savings</td> <td>200,000</td> <td>200,000</td> <td>0</td> </tr> <tr> <td>Total</td> <td>200,000</td> <td>200,000</td> <td>0</td> </tr> </table> | Income | 0 | 0 | 0 | Savings | 200,000 | 200,000 | 0 | Total | 200,000 | 200,000 | 0 | Roger Hoggins |
| Income | 0 | 0 | 0 | | | | | | | | | | | | | |
| Savings | 200,000 | 200,000 | 0 | | | | | | | | | | | | | |
| Total | 200,000 | 200,000 | 0 | | | | | | | | | | | | | |
| <p>Mandate B17</p> <p>Business rates evaluation - Appeals</p> <p>Current status Trend since last report</p>  | <p>Rate refunds following appeals</p> <p>The valuation office is continuing to focus on business rates so little progress has been made on any appeals to date. A monitoring meeting is scheduled with Cook and Arkwright on the 22nd September by which time progress is expected on appeals work with further information being available for month 9 reporting.</p> <p>Despite the current delay, Cooke and Arkwright are still very confident that these</p> | Continued monitoring of position and planned update meetings with Cooke and Arkwright. | <table> <tr> <td>Income</td> <td>140,000</td> <td>140,000</td> <td>0</td> </tr> <tr> <td>Savings</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>140,000</td> <td>140,000</td> <td>0</td> </tr> </table> | Income | 140,000 | 140,000 | 0 | Savings | 0 | 0 | 0 | Total | 140,000 | 140,000 | 0 | Ruth Donovan |
| Income | 140,000 | 140,000 | 0 | | | | | | | | | | | | | |
| Savings | 0 | 0 | 0 | | | | | | | | | | | | | |
| Total | 140,000 | 140,000 | 0 | | | | | | | | | | | | | |

appeals will be successful and the £140k identified income will be achieved towards the end of the financial year.

Mandate B18

Strategic Property Review

Current status Trend since last report

Page 280

Residential Agency Service (£10k)

The original mandate identified the creation of an Arm's Length Company to provide a residential agency service. Following Legal advice it is highly unlikely that this is now a sound proposition, however discussions are on-going.

Termination of lease (£10k)

Termination of leases to generate efficiencies is on track to achieve the savings identified in the mandate for the financial year 2016/17.

Depot Rationalisation Programme (£20k)

Discussions have commenced around depot rationalisation. The project will require detailed service modelling, along with staff and public consultation. The timeline for this work will span over several financial years. The reduction in costs included in this mandate will not be achieved within this financial year.

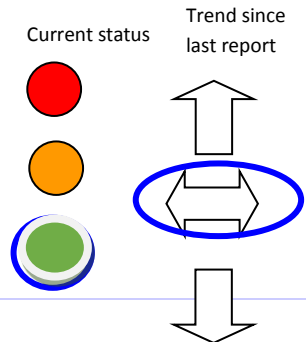
Letting Income from renting additional properties (£20k)

| | | | |
|---------|--------|--------|--------|
| Income | 30,000 | 20,000 | 10,000 |
| Savings | 30,000 | 10,000 | 20,000 |
| Total | 60,000 | 40,000 | 30,000 |

Deb Hill-Howells/
Ben Winstanley

Mandate B19

Property Services and Facilities Management review



Proposed income being delivered from additional property rental in on target to deliver within the financial year.

Alternative Delivery Plan as at Month 2 (variance on original mandate target) – Due to other pressure within the service an alternative delivery plan has not been possible.

Reduction in corporate building maintenance budgets.
The budgets have been reduced within the financial year. ***The shortfall in the purchase card rebate savings of £7.5k will be covered by increasing the reduction in the corporate building maintenance budget.***


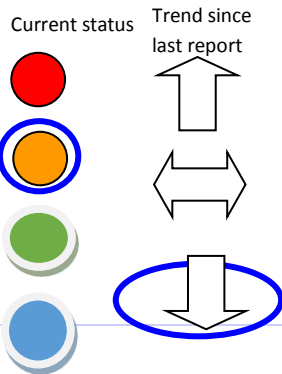
Purchase rebates from the use of procurement cards. (£15k)
The implementation of the procurement card is anticipated by the 1st July, ***It is anticipated that this will reduce the savings to £7.5k for the financial year.***

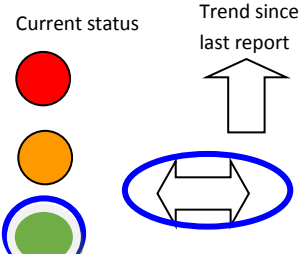
Continue to monitor corporate buildings maintenance requirements to ensure they remain fit for purpose for the organisation.






Continue to monitor progress of implementation. If a delay in proposed implementation date, Service Manager to identify an alternative delivery plan at Month 6.

| | | | |
|---------|---------|---------|---|
| Income | 15,000 | 15,000 | 0 |
| Savings | 85,000 | 85,000 | 0 |
| Total | 100,000 | 100,000 | 0 |

Rob O'Dwyer

| | | | | | | | |
|--|---|---|---|--|--|--------------------------------------|----------------------|
|  | <p>Facility Management restructure (£35k) Two vacant posts have been removed from the staffing establishment that has contributed to the savings identified along with additional income generation through the provision of services to Gwent Police via the Shared facility management arrangement.</p> <p>Transport cost reductions (£10k) The fleet size for the catering/cleaning service has reduced, along with changing to more fuel efficient vehicles, resulting in targeted savings on track for delivery.</p> <p>Reduction in supplies and services (£20k) The service has reduced the supplies and services budgets</p> | <p>Continue to review fleet to identify any further efficiency.</p> | | | | | |
| <p>Mandate B21</p> <p>Town and Community Councils</p> <p>Current status Trend since last report</p>  | <p>Community Hubs (£90k) A reduction in resources budgets and savings from staff vacancies will result in £70k of the identified target being achievable in the financial year.</p> <p>Public Conveniences (£110k) Contribution from Town Councils amounting to £80k, and a reduction in maintenance and utilities of £10k. £90k of the identified target is achievable within the financial year.</p> <p>Tourism (£25k)</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>400,000</p> <p>400,000</p> | <p>0</p> <p>320,000</p> <p>320,000</p> | <p>0</p> <p>80,000</p> <p>80,000</p> | <p>Roger Hoggins</p> |

| | | | | | | |
|--|---|--|---|--|--|---|
| | <p>A contribution of £5k to date has been secured from the Town Council for Chepstow TIC.</p> <p>Museums (£20k) No contribution from the Town Councils for Museum Services have been secured to date.</p> <p>Waste (£83.5k) Contributions received from the Town Councils.</p> <p>Grounds (£71.5k) Staff vacancies within the service will achieve the identified target within the financial year.</p> <p>Alternative Delivery Plan as at Month 2 (variance on original mandate target) – An alternative delivery plan is not available as at Month 2.</p> | | | | | |
| <p>Mandate B22</p> <p>Collaboration and realigning structures in operations</p> <p>Current status</p> <p>Trend since last report</p>  | <p>A joint working/collaboration between Newport City Council and Monmouthshire County Council for the provision of passenger transport.</p> <p>Newport and MCC continue to collaborate Management arrangements to deliver passenger transport. Interim arrangements have been extended until the 31st October 2016, with a view to taking forward collaboration during this period.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>100,000</p> <p>100,000</p> | <p>0</p> <p>100,000</p> <p>100,000</p> | <p>0</p> <p>0</p> <p>0</p> <p>Roger Hoggins</p> |

| | | | | | | | |
|--|--|--|---|--------------------------------------|--------------------------------------|----------------------------|-------------------|
|  | | | | | | | |
| <p>Mandate B23</p> <p>Discretionary Fees and Income</p> <p>Current status ● Trend since last report </p> <p>● </p> <p>● </p> <p>● </p> <p>Page 284</p> | <p>Increase discretionary fees and charges, calculated at 10% through cost reduction the service area or increased income.</p> <p>Early indications from the services are that discretionary fee targets are on track for delivery; however they are subject to external factors that will continue to be monitored by service areas.</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>25,200</p> <p>0</p> <p>25,200</p> | <p>25,200</p> <p>0</p> <p>25,200</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Joy Robson</p> |

3. Capital Outturn Forecast

The capital budget of £0 had been increased by slippage from 2015/16 of £3,242,549 to a new total of £7,938,860. The budget is separated under the following headings

| Strong Communities | Annual Forecast £000's | Original / Revision Budget £000's | Slippage from 2015/16 £000's | Total Approved Budget £000's | Slippage to 2015/16 £000's | Total Adjusted Budget £000's | Annual Overspend / (Underspend) Month 2 £000's |
|---|----------------------------------|---|--|--|--------------------------------------|--|--|
| Development Schemes Over £250k | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Development Schemes Under £250k - Essential Works | 402 | 0 | 402 | 402 | 0 | 402 | 0 |

| | | | | | | | |
|--|--------------|--------------|--------------|--------------|----------|--------------|----------|
| Development Schemes Under £250k - Other Recommend | 475 | 270 | 205 | 475 | 0 | 475 | 0 |
| Infrastructure | 3,649 | 2,241 | 1,408 | 3,649 | 0 | 3,649 | 0 |
| IT Schemes - Infrastructure/Hardware | 72 | 0 | 72 | 72 | 0 | 72 | 0 |
| IT Schemes - Web Related | 35 | 0 | 35 | 35 | 0 | 35 | 0 |
| Low Cost Home Ownership | 112 | 0 | 112 | 112 | 0 | 112 | 0 |
| Maintenance Schemes - General | 439 | 301 | 138 | 439 | 0 | 439 | 0 |
| Renovation Grants | 607 | 600 | 7 | 607 | 0 | 607 | 0 |
| Section 106 | 1,098 | 382 | 716 | 1,098 | 0 | 1,098 | 0 |
| Specific Grant Funded | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Maintenance Schemes - Property | 1,049 | 902 | 147 | 1,049 | 0 | 1,049 | 0 |
| Grand Total | 7,939 | 4,314 | 3,243 | 7,939 | 0 | 7,939 | 0 |

Further details of all the schemes are contained in the appendix 2C. Currently no variation has been reported and so the budgets are presented here for information only.

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Economy & Development Select Committee Portfolio Position Statement Month 2 (2016-17)

APPENDIX 3

DIRECTOR'S COMMENTARY

The Directorate continues to respond to significant upheaval during the year with regard to increasing previous and current year mandated saving delivery and re-engineering of services. All of this is happening in tandem with lead responsibility for Future Monmouthshire and so balancing resources to manage today, whilst preparing for tomorrow is a challenge, but equally an opportunity we must continue to vigorously pursue.

Commonly outturn forecasts improve during the year, and efforts will continue to be made to that end. But looking forward, continuing cost pressures remain around markets, leisure, museums and culture, and whilst we are generating more income than ever – it remains insufficient in meeting annually uplifted targets. This reflects some of the issues we're experiencing whereby the current service formats, mean we have saturated the markets available to us and without considerable capital investment - it is not feasible to charge premium rates. This position, which will not change as things currently stand, is now a driver underpinning exploration of alternative delivery vehicles and the Future Monmouthshire programme.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

| Service Area | Original Budget £000's | Budget Virements £000's | Budget at Month 2 £000's | Forecast Outturn £000's | Variance at Month 2 £000's |
|-----------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|-------------------------------|
| Community led Delivery | 1,512 | 242 | 1,754 | 1,873 | 119 |
| Commercial and People Development | 3,398 | 190 | 3,589 | 3,754 | 165 |
| Enterprise Management | 409 | 0 | 409 | 409 | 0 |
| Development Planning | 935 | 100 | 1,035 | 1,035 | 0 |
| Tourism, life and Culture | 2,342 | 51 | 2,393 | 2,584 | 191 |

| | | | | | |
|--------------|--------------|------------|--------------|--------------|------------|
| Total | 8,596 | 583 | 9,179 | 9,655 | 475 |
|--------------|--------------|------------|--------------|--------------|------------|

1.2 The most significant over and underspends are

| Service | Overspend Predicted £000's | Underspend Predicted £000's | Commentary on forecasted outturn |
|----------------------|---|--|---|
| Markets | 130 | | Inability to achieve the expected income target by £121k and unbudgeted employee costs from Borough Theatre |
| Sustainability | 85 | | Due to the sections inability to achieve the expected income target along with sustainable energy mandate A5 |
| Property Management | 78 | | Overspend by £78k is due in part to the inability to achieve mandate saving B18 |
| Cemeteries | | (54) | 50k this mainly relates to higher income |
| County Farms | | (19) | lower than anticipated revenue maintenance |
| Eisteddfod | | (80) | £80k to be returned to the reserve the local communities have raised £210k of the £300k underwritten by MCC |
| Community Hubs | 21 | | unbudgeted supply staff along with the sections inability to achieve the full mandate saving B21 |
| Whole Place | | (18) | underspend by £18k on supplies and services |
| Economic Development | 90 | | Delay in Commercialisation of assets mandate B5 |
| Training | 40 | | Alternative delivery plan being formulated as restructured training organisation cannot sustain proposed cut to funding |
| ICT Technology | 100 | | A £100k overspend is due to budget for software sales that has not yet been achieved |
| Museums | 0 | | Whilst there are £40k pressures inherent within the service at the moment i.e. 20k relates to the additional Town Council Savings. 10k relates to Green |

| | | | |
|--------------|------------|--------------|--|
| | | | screen savings carried forward from 2015-16 and 10k relates to the conservation service. The service is forecasting a breakeven position by end of year due to revised service levels. |
| Leisure | 74 | | relates to a learning co-ordinator post which has been grant funded in the past, £20k relates to mandate B5 which is unachievable and £40k unbudgeted redundancy costs |
| Tourism | 117 | | £80k over spend at Caldicot relating to staff costs and historical budget pressures. £37k relates to TICS staff costs |
| Other | | (89) | See Appendix 8 |
| TOTAL | 735 | (260) | Net Total 475 |

1.3 Further analysis of Economic and Development Select Expenditure can be found in Appendix 8

2016-17 Savings Progress

The savings required by the 2016-17 have not yet been fully secured.

Enterprise budgeted savings were £799,000 and at month 2, £510,000 have been identified. Of the remaining savings £289,000 are deemed to be unachievable.

| Man. No. | Description | Target Savings £'s | Forecast Savings Identified £'s | Delayed Till 2017/18 £'s | Unachievable £'s |
|----------|----------------------------------|-----------------------|------------------------------------|--------------------------------|---------------------|
| | ECONOMY & DEVELOPEMNT | | | | |
| A5 | Sustainable Energy Initiatives | 34,000 | 0 | 0 | 34,000 |
| A28 | Community Hubs | 25,000 | 25,000 | 0 | 0 |

| | | | | | |
|------------|--|----------------|----------------|----------|----------------|
| B1 | Leisure Services Income Generation | 120,000 | 120,000 | 0 | 0 |
| B3 | Training Services Consolidation | 50,000 | 10,000 | 0 | 40,000 |
| B5 | Community Asset Transfer / / Income Generation | 160,000 | 45,000 | 0 | 115,000 |
| B9 | Planning Services / Income Generation | 40,000 | 40,000 | 0 | 0 |
| B10 | Extension Shared Lodgings Housing Scheme | 50,000 | 50,000 | 0 | 0 |
| B12 | Second Phase Review of subsidies to 3rd Sector | 75,000 | 75,000 | 0 | 0 |
| B16 | Flexible Employment Options | 50,000 | 50,000 | 0 | 0 |
| B18 | Strategic Property Review | 60,000 | 30,000 | 0 | 30,000 |
| B21 | Town and Community Councils | 135,000 | 95,000 | 0 | 40,000 |
| | | | | | |
| | TOTAL ENTERPRISE | 799,000 | 540,000 | 0 | 259,000 |

1.4 Further detailed analysis of Savings mandates are contained with Appendix SM

Mandate Reference Key

A – Mandates that originated in the financial year 2015/16 or earlier but also impact in the current financial year, 2016/17.








B – New mandates for the financial year 2016/17

| Mandate Number | Mandate Summary | RAG Month 2 | RAG Month 6 | RAG Month 9 | RAG Outturn |
|----------------|---------------------------------|-------------|-------------|-------------|-------------|
| A5 | Sustainable Energy Initiatives | | | | |
| A28 | Community Hubs/Contact Centre | | | | |
| B1 | Income generation – Leisure | | | | |
| B3 | Training Services Consolidation | | | | |

| | | | | |
|-----|--|--|--|--|
| B5 | Community Asset Transfer/Income Generation | | | |
| B9 | Planning Services – Income Generation | | | |
| B10 | Extension shared lodgings housing scheme | | | |
| B12 | Second Phase Review of subsidies to 3 rd Sector | | | |
| B16 | Flexible employment options | | | |
| B18 | Strategic Property Review | | | |
| B21 | Town and Community Councils (Part) | | | |

Budget Mandates

Progress and Next Steps at Month 2 (31st May 2016)

| Mandate RAG | Progress up to month 2 | Next Steps | Type | Year-end target | Forecasted to achieve | Variance | Owner |
|--|---|---|----------------------------|-----------------------|-----------------------|-----------------------|----------------|
| Mandate A5 Sustainable Energy Initiatives Current status:  Trend since last report:       | Investing in biomass boilers, solar farms and reduction in Carbon Commitment. The solar farm grid connection has now been achieved. A business case for the solar farm is currently being considered by finance colleagues. Following approval it is anticipated that partial income will be generated in the financial year against the mandate target. An alternative plan for any shortfall in budget target will be considered as part of Month 6 reporting. | Establish timeline for approval of business case and Member approval. | Income Savings Total | 0 34,000 34,000 | 0 0 0 | 0 34,000 34,000 | Ben Winstanley |

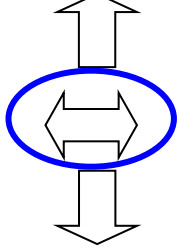
Mandate A28

Community Hubs

Current status



Trend since last report



Community Hubs aim to deliver services in a different way, aligning them with the Whole Place philosophy. This will introduce major changes to how the library, one stop shop, Community Education and citizen advice and support services are delivered. We will create a hub in each town where in person services will be delivered. The contact centre will aim to provide a reliable and informed first point of contact for people contacting us other than in person.

We envisage works to commence on Abergavenny Hub during 2017 following a period of public and Member consultation to agree plans and costs.

Alternative Delivery Plan as at Month 2 (variance on original mandate target)
Due to delayed implementation of the community hub in Abergavenny the service has identified a reduction in the services resources budget along with the savings from staffing budgets due to vacancies.

Commence Member and Public consultation to agree plans and costs.

| | | | |
|---------|--------|---|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 0 | 50,000 |
| Total | 50,000 | 0 | 50,000 |

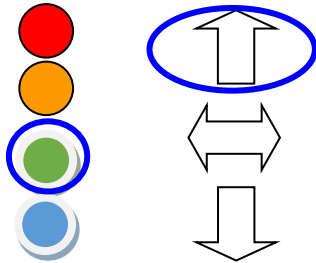
| | | | |
|---------|--------|--------|---|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 50,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Deborah Hill-Howells/
Rachel Jowitt

Mandate B1

**Leisure Services
Income Generation**

Current status Trend since last report



Income generation/cost savings within the service.

The summer activities have been remodelled to being more commercially focused, 'The Monmouthshire Games'. This new model if proved to be successful will be rolled out across other school holiday periods. The change in delivery method is anticipating to generate an additional £10k across the whole of the financial year

We have re-engaged with Technogym to look at innovative ways to retain members through the 'My Wellbeing System'. We have designed monthly member challenges and introduced KPI's to monitor performance, and designed 3 specific targeted promotions. Retention and increase in new membership anticipates to generate an additional £10k

The current Learn to swim programme is operating very successfully at 95%. Opportunities have been identified in some of our settings to further increase the % take up in swimming to generate an additional £10k.

Events have already been planned for the financial year that include 'Status Quo' at Caldicot Castle this summer. This act along with other events already being planned will generate £25k additional income.

A restructure is scheduled to take place within the next few months, resulting in a reduced budget requirement amounting to £55k.

To continue to develop the new model and provide activities through all other school holiday periods.

Continue to monitor retention rates of members and continue to promote facilities at specific times throughout the year.

Continue to monitor the membership of the programme.

| | | | |
|---------|---------|---------|---|
| Income | 55,000 | 55,000 | 0 |
| Savings | 65,000 | 65,000 | 0 |
| Total | 120,000 | 120,000 | 0 |

Ian
Saunders

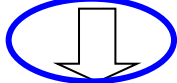
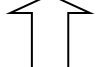
Mandate B3

Training Services consolidation

Current status



Trend since last report



Current external management arrangements for the cleaning contract will be brought back in house resulting in a saving of £10k.

Consolidation of the Authorities existing training functions.

An initial report for the Authorities training provision has been produced outlining some income generating opportunities along with some budget savings through identified efficiencies.

Further work is required across all training leads in the Authority to firm this report up, an update expected to be known at Month 6. Due to the delay in this detailed work the original mandate will not be achieved in the financial year 2016/17.

Alternative Delivery Plan as at Month 2 (variance on original mandate target) - The service has considered alternative plans to deliver savings identified in the original mandate, however this would require a reduction in staffing levels resulting in non-delivery of demand led training needs of the Authority.

Continue to work with training leads to provide greater detail to the initial report, clearly identifying income generation opportunities and efficiencies.

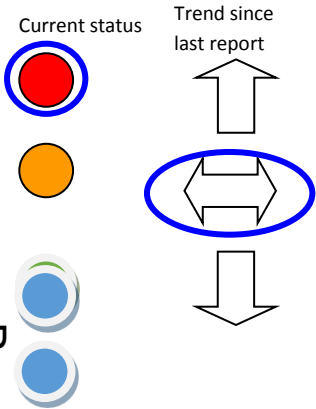
The service to continue to review other opportunities to contribute to original mandate savings identified.

| | | | |
|---------|--------|---|--------|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 0 | 50,000 |
| Total | 50,000 | 0 | 50,000 |

Peter Davies

Mandate B5

Community Asset Transfer/ Income generation



Community Asset Transfer of two properties (£60k)

MCC are still in discussion with Chepstow Town Council over the future usage of the Drill Hall building.

The Estates department are currently requesting expression of interests from the Community groups for transfer of the Melville Theatre.

The savings identified in this mandate will be partially achieved in this financial year - £45k

Optimise Council Assets to Income Generate (£100k)

The savings to be achieved from Mandate B5 had been increased by £100k as a result of opportunities that the Authority wished to explore around working with commercial partners to exploit income generation opportunities around the use of its assets. As a result of initial exploration it is now unlikely that savings will be generated in 2016/17 from opportunities originally identified although these are still being pursued. However, as a result of the emergent Future Monmouthshire programme a specific work stream is being developed that will focus on identifying opportunities to optimise and commercially exploit assets. As this work stream develops there will be an

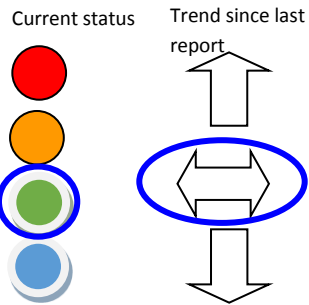
Continue discussions

| | | | |
|---------|---------|--------|---------|
| Income | 100,000 | 0 | 100,000 |
| Savings | 60,000 | 45,000 | 15,000 |
| Total | 160,000 | 0 | 115,000 |

Peter Davies
Deb Hill-Howells/

Mandate B9

**Planning Services-
Income Generation**



early focus on opportunities that might offer the ability to generating savings in the short-term. A further update will be provided at month 6 where it is hoped that a more optimistic view can be offered on part or all of the savings being achieved.”

Alternative Delivery Plan as at Month 2 (variance on original mandate target) –
There is no alternative savings plan being offered forward at this stage as this will be explored as part of the FM strand referred to above.

Reduce the net cost of planning services with the increase of income from planning applications received.

Planning application fee income for the first 2 months of the year is down on the same period last year, some of which can be explained by the higher than normal number of major applications attracting large fees received in April 2015.

Income within the service can fluctuate significantly from month to month due to the high fees a small number of large applications can make.

Legislative changes from August 2016 may increase application number before implementation, further update on applications will be available at month 6 reporting.

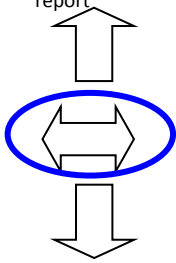
| | | | | |
|---------|--------|--------|---|-----------|
| Income | 40,000 | 40,000 | 0 | Mark Hand |
| Savings | 0 | 0 | 0 | |
| Total | 40,000 | 40,000 | 0 | |

Mandate B10

Extension shared lodgings housing scheme

Current status

Trend since last report



Increase the Shared Housing Scheme within Monmouthshire. (£40k)

The service is experiencing the on-going challenge of acquiring private accommodation to discharge duty. The service continues to market the scheme and is further developing the web site to attract new landlords.

The service has secured leased properties.

Reduction in B&B costs. (£10k)




B&B placement and in average stay time reductions has resulted in a reduction in costs, however with the on-going challenge on securing private landlords for the Shared Housing Scheme this could result in B&B placements increasing in the future.

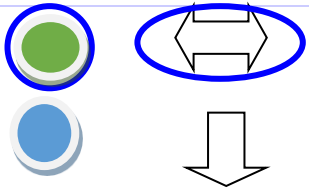
A priority for this financial year will be to evaluate the impact and benefit of the Joint Housing approach, engage with private landlords to facilitate discharging the homeless prevention duty and develop a private leasing model.

Continue to monitor the emerging risk of the consideration by Central Government to review the housing benefit regulations which could potentially reduce the housing benefit management charge resulting in a reduction in income to the service in future years.

| | | | |
|---------|--------|--------|---|
| Income | 40,000 | 40,000 | 0 |
| Savings | 10,000 | 10,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Ian Bakewell

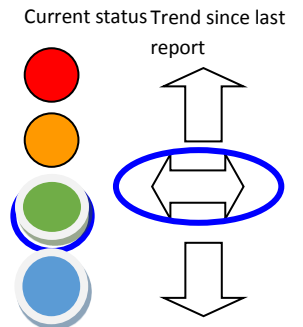
| | | | | | | | |
|--|---|--|---|--------------------------------------|--------------------------------------|----------------------------|--------------------|
| <p>Mandate B12</p> <p>Second Phase Review of subsidies to 3rd Sector</p> <p>Current status  Trend since last report </p> <p></p> | <p>Consolidation and reduction of grants to 3rd sector providers.</p> <p>Following discussions with 3rd Sector bodies, revenue contributions were reduced in line with the mandate proposals.</p> <p>Funding has been secured for the Healthy Homes Scheme from another service for a 12 month period which commenced in April 2016, following this timescale the service will cease</p> | | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>75,000</p> <p>75,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Will McLean</p> |
|--|---|--|---|--------------------------------------|--------------------------------------|----------------------------|--------------------|



unless an alternative funding stream is secured.

Mandate B16

Flexible Employment Options



Market to all staff the Authority's flexible benefits and employment packages.

The Authority has introduced an additional annual purchase scheme to the other flexible employment benefits already on offer.

The new scheme was launched on the 31st May allowing employees the opportunity to buy an additional 10 days leave per year.

The service is confident in achieving the savings identified in this mandate based on information received from other Authorities operating similar schemes.

Monitor the number of additional leave purchased in line with the financial reporting timeline.

Continue to market all of the flexible employment benefits available to employees.

| | | | |
|---------|--------|--------|---|
| Income | 0 | 0 | 0 |
| Savings | 50,000 | 50,000 | 0 |
| Total | 50,000 | 50,000 | 0 |

Peter Davies

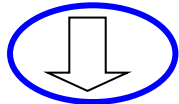
Mandate B18

Strategic Property Review

Current status



Trend since last report



Residential Agency Service (£10k)

The original mandate identified the creation of an Arm's Length Company to provide a residential agency service. Following Legal advice it is highly unlikely that this is now a sound proposition, however discussions are on-going.

Termination of lease (£10k)

Termination of leases to generate efficiencies is on track to achieve the savings identified in the mandate for the financial year 2016/17.

Depot Rationalisation Programme (£20k)

Discussions have commenced around depot rationalisation. The project will require detailed service modelling, along with staff and public consultation. The timeline for this work will span over several financial years. The reduction in costs included in this mandate will not be achieved within this financial year.

Letting Income from renting additional properties (£20k)

Proposed income being delivered from additional property rental in on target to deliver within the financial year.

| | | | |
|---------|--------|--------|--------|
| Income | 30,000 | 20,000 | 10,000 |
| Savings | 30,000 | 10,000 | 20,000 |
| Total | 60,000 | 40,000 | 30,000 |

Deb Hill-Howells/
Ben Winstanley

Alternative Delivery Plan as at Month 2 (variance on original mandate target) – Due to other pressure within the service an alternative delivery plan has not been possible.

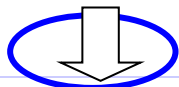
Mandate B21

Town and Community Councils

Current status



Trend since last report



Community Hubs (£90k)

A reduction in resources budgets, and savings from staff vacancies will result in £70k of the identified target being achievable in the financial year.

Public Conveniences (£110k)

Contribution from Town Councils amounting to £80k, and a reduction in maintenance and utilities of £10k. £90k of the identified target is achievable within the financial year.

Tourism (£25k)

| | | | |
|---------|---------|---------|--------|
| Income | 0 | 0 | 0 |
| Savings | 400,000 | 340,000 | 60,000 |
| Total | 400,000 | 340,000 | 60,000 |

Roger Hoggins



A contribution of £5k to date has been secured from the Town Council for Chepstow TIC.

Museums (£20k)

No contribution from the Town Councils for Museum Services have been secured to date.

Waste (£83.5k)

Contributions received from the Town Councils.

Grounds (£71.5k)

Staff vacancies within the service will achieve the identified target within the financial year.

Alternative Delivery Plan as at Month 2 (variance on original mandate target) – An alternative delivery plan is not available as at Month 2.

2. Capital Outturn Forecast

There was no original budget for capital schemes within this portfolio however capital slippage from 2015/16 of £680,000 has been allowed into 2016/17. The budget is separated under the following headings

| ECONOMIC DEVELOPMENT | Annual Forecast | Original Budget | Slippage from 2015/16 | Total Approved Budget | Slippage to 2017/18 | Adjusted Budget | Annual Overspend / (Underspend) Month 2 |
|--------------------------------|------------------------|------------------------|------------------------------|------------------------------|----------------------------|------------------------|--|
| | £000's | £000's | £000's | £000's | £000's | £000's | £000's |
| Development Schemes Over £250k | 239 | 0 | 474 | 174 | 0 | 174 | 65 |

| | | | | | | | |
|---------------------------------|------------|----------|------------|------------|----------|------------|-----------|
| Development Schemes under £250k | 30 | 0 | 30 | 30 | 0 | 30 | 0 |
| Section 106 Schemes | 177 | 0 | 177 | 177 | 0 | 177 | 0 |
| Grand Total | 446 | 0 | 680 | 380 | 0 | 380 | 65 |

Further details of all the schemes are contained in the appendices. The variance relates to the Caerwent House report that obtained Cabinet approval during the June cycle.

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Adult Select Committee Portfolio Position Statement Month 2 (2016-17)

DIRECTOR'S COMMENTARY

At this early stage of the year the overall budget position for the directorate is exhibiting a £1.12m overspend.

For the Adult Services division, the over spend at month 2 is £462K. We are on track to meet the £640K of mandated savings allocated to this division and are driving on with our practice change agenda.

One area which we will further investigate as the year progresses is the Chepstow Community Care team which largely accounts for the divisional overspend. Over the past 12 months the Chepstow team has had pressures in terms of the need for residential placements and usage of approved domiciliary care providers is an additional factor.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

| Adult Service Area | Original Budget | Budget Revision Virements | Budget @ Month 2 | Forecast Outturn | Forecast Variance Outturn @ Month 2 |
|---------------------------|------------------------|----------------------------------|-------------------------|-------------------------|--|
| | £000's | £000's | £000's | £000's | £000's |
| Adult Services | 6,925 | 0 | 6,925 | 6,945 | 20 |
| Community Care | 20,121 | 48 | 20,169 | 20,652 | 483 |
| Commissioning | 2,008 | 0 | 2,008 | 1,986 | (22) |
| Resources & Performance | 928 | 0 | 928 | 909 | (19) |
| SCH Directorate | 29,982 | 48 | 30,030 | 30,492 | 462 |

1.2 The most significant over and underspends are

| Adult Select Service Area | Overspend Predicted | Underspend Predicted | Commentary on forecasted outturn |
|----------------------------------|----------------------------|-----------------------------|--|
| | £000's | £000's | |
| Community Care | 483 | | Overspend within the Chepstow Community Care team with factors being increased residential placements and use of approved domiciliary care providers |
| Management team | | 49 | Vacant team manager disabilities post |
| Commissioning Strategy | | 30 | Vacant unit and management charge refund at Drybridge Gardens |
| Direct Residential Care | 112 | | Within Severn View as a result of rota hours and food and cleaning costs exceeding budget. |
| Transition co-operative | | 27 | Income from staff seconded to the Bridges Community partnership |
| Other | 0 | 17 | See Appendix 6 |
| TOTAL ADULT SELECT | 595 | 106 | Net Total 462 |

Further analysis of the Costs centres contained within the Adult Select Service areas can be obtained in Appendix 6.

2 2016-17 Savings Progress

As at month 2, SCH are on track to meet our mandated savings as illustrated below: -

| Man. No. | Mandate Description | Target Savings £'s | Forecast Savings Identified £'s | Delayed Till 2017/18 £'s | Unachievable £'s | Forecasted Savings Variance Since Period 0 £'s |
|---------------------------------|----------------------------------|-----------------------|------------------------------------|-----------------------------|---------------------|---|
| SOCIAL CARE & HEALTH | | | | | | |
| A 24 | Bright new futures | 12,000 | 12,000 | 0 | 0 | 0 |
| A 34 | Adult Social Care Transformation | 628,000 | 628,000 | 0 | 0 | 0 |
| TOTAL SCH | | 640,000 | 640,000 | 0 | 0 | 0 |

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Mandate Reference Key


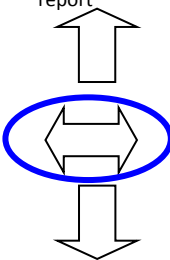
A – Mandates that originated in the financial year 2015/16 or earlier but also impact in the current financial year, 2016/17.

B – New mandates for the financial year 2016/17

| Mandate Number | Mandate Summary | RAG Month 2 | RAG Month 6 | RAG Month 9 | RAG Outturn |
|----------------|----------------------------------|-------------|-------------|-------------|-------------|
| A 24 | Transition - Bright New Futures | | | | |
| A 34 | Adult Social Care Transformation | | | | |

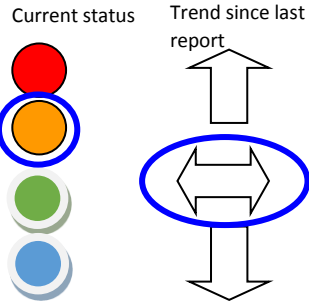
Budget Mandates

Progress and Next Steps at Month 2 (31st May 2016)

| Mandate RAG | Progress up to month 2 | Next Steps | Type | Year-end target | Forecasted to achieve | Variance | Progress up to month 2 |
|--|---|------------|---------|-----------------|-----------------------|----------|------------------------|
| Mandate A 24 Transition - Bright New Futures (SC&H) Current status  Trend since last report  | Partnership transition project with Bridges. We entered the second year of a three year partnership transitions project with Bridges. The second year of the project we achieved savings in line with the original mandates as well as meeting the project objectives. This financial year we have entered the final year of the partnership agreement, mandate targets are on track to achieve within this financial year. | | Income | 0 | 0 | 0 | Julie Boothroyd |
| | | | Savings | 12,000 | 12,000 | 0 | |
| | | | Total | 12,000 | 12,000 | 0 | |
| | | | | | | | |

Mandate A 34

Adult Social Care Transformation



The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.

During the financial year 2014/15 we worked as a collective team with Learning Disabilities as a more strategy area for practice change. As a result of this work we met the full mandate savings target which has been a major challenge but one that we have succeeded.

| | | | |
|---------|---------|---------|---|
| Income | 0 | 0 | 0 |
| Savings | 628,000 | 628,000 | 0 |
| Total | 628,000 | 628,000 | 0 |

Julie Boothroyd

| Status Summary Month 2 | Status Summary Month 6 | Status Summary Month 9 | Status Summary Outturn | Key |
|------------------------|------------------------|------------------------|------------------------|---|
| | | | | <div style="border: 1px solid black; padding: 5px;"> <p> Not on target. Concerns identified with delivery of mandate.</p> <p> Monitoring required. Current status indicates partial delivery on mandate targets for the financial year.</p> <p> On target to deliver all savings within the financial year.2016/17</p> </div> |
| | | | | |
| | | | | |
| | | | | |

2.1 Further details on the savings mandates can be found in Appendix SM

3 Capital Outturn Forecast

A summary of this year's capital schemes are shown below: -

| Social Care & Health | Annual Forecast @ Month 2 | Original Budget | Slippage from 2015/16 | Budget Virement or Revision | Total Approved Budget @ Month 2 | Forecast Over / (Under) Outturn @ Month 2 |
|--------------------------------------|----------------------------------|------------------------|------------------------------|------------------------------------|--|--|
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Development Schemes under £250K | 0 | 0 | 0 | 0 | 0 | 0 |
| IT Schemes – Infrastructure/Hardware | 0 | 0 | 0 | 0 | 0 | 0 |
| Maintenance Schemes - Property | 92 | 62 | 30 | 92 | 92 | 0 |
| Grand Total SCH | 92 | 62 | 30 | 92 | 92 | 0 |

Further details of all the schemes are contained in the appendix 4C. Currently no variation has been reported and so the budgets are presented here for information only.

APPENDIX (Links to Hub)

Children & Young People Select Committee Portfolio Position Statement Month 2 (2016-17)

APPENDIX 5

CYP DIRECTOR'S COMMENTARY

The Directorate's Month 2 position is a forecasted overspend of £416,000, which we are anticipating will fall as we progress through the year. The Youth Service remains a volatile area having been subject to a £200,000 saving mandate in 2015/16 and additional reductions in external grants this year. The ALN budget is also under significant pressure due to the requirement to support more of our pupils with complex needs.

SCH DIRECTOR'S COMMENTARY

At this early stage of the year the overall budget position for the directorate is exhibiting a £1.12m overspend.

In terms of Children's Services, this division has a forecast overspend of £690K. As this is very early in the year being month 2, we need to exercise some caution as we know the external placement budget, which for some years has seen large overspends, has reduced demand from 2015/16. As placements in this area are very expensive, one or two placements during the year can see a rapid increase in spend.

We are currently embarking on a new Children's Services strategy which will allow us to deal with future demand more effectively, not only from the budget but the outcomes of the child. Another strand is the workforce plan and once in full operation, will see a spend reduction with the withdrawal from the use of agency staffing.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

| Service Area | Original Budget £000's | Budget Virements £000's | Budget at Month 2 £000's | Forecast Outturn £000's | Variance at Month 2 £000's |
|------------------------------|---------------------------|-------------------------------|--------------------------------|-------------------------------|----------------------------------|
| 21st Century Schools | 0 | 0 | 0 | 0 | 0 |
| Individual School Budget | 43,298 | 49 | 43,347 | 43,347 | 0 |
| Resources | 1,507 | 0 | 1,507 | 1,507 | 0 |
| Standards | 5,066 | 0 | 5,066 | 5,275 | 209 |
| Youth | 600 | 0 | 600 | 807 | 207 |
| CYP Directorate | 50,471 | 49 | 50,520 | 50,936 | 416 |
| Children's Services | 10,034 | 0 | 10,034 | 10,724 | 690 |
| Total C&YP Select | 60,505 | 49 | 60,554 | 61,660 | 1,106 |

1.2 The most significant over and underspends are

| Service Heading | Overspend Predicted £000's | Underspend Predicted £000's | Commentary on forecasted outturn |
|--------------------|----------------------------------|-----------------------------------|--|
| STANDARDS | | | |
| Psychology Service | 21 | | High levels of sickness have resulted in the requirement to bring in additional staff in order to deliver the service. In addition, new test equipment will need to be purchased for which no budget was originally set. |

| | | | |
|--|------------|------------|---|
| Additional Learning needs | 188 | | The contingency budget is forecasted to overspend by £260,000. This has been offset by a projected saving of £72,000 against Independents and Other LA's. The Recoupment budget is currently on target. |
| RESOURCES | | | |
| | | | All cost centres on target within Resources. |
| YOUTH | | | |
| Community Education Youth General | 207 | | Significant reduction in external grants has resulted in a sizeable projected overspend position. Service manager is reviewing all options in order to reduce this current forecast. |
| CYP Directorate Total | 416 | 0 | Net CYP overspend 416 |
| CHILDRENS SERVICES | | | |
| Fostering Allowances and Payments For Skills | 153 | | Based on financial support to current fostering children and SGO placements. |
| Younger People's Accommodation | 124 | | Three new younger people requiring supported housing has led to the overspend |
| Counsel Costs | 111 | | Based on previous financial year |
| External Placements - LAC | 72 | | Reduction in placement days used and overall placements being supported but this budget is extremely volatile and placements are very expensive. |
| External Placement - Non-LAC | | 150 | Considered in conjunction with External Placements LAC |
| SCYP - Placement & Support Team | 131 | | Professional assessment and contact costs |
| SCYP - Supporting Children & Young People Team | 222 | | Continued use of agency staff and increased conveyance costs |
| FRS – Family Support Team | | 29 | Reduced section 17 and conveyance costs |
| Children's Services Safeguarding Unit | | 35 | Vacant team manager post |
| Bus Cases / Temp Funding - Cabinet 06/05/15 | 71 | | Posts are occupied for the full year, some via use of agency staff |

| | | | |
|----------------------------|------------|------------|--|
| Other small variances | 4 | 24 | See Appendix 6 |
| Children's Services | 888 | 238 | Net Children's Services overspend 690 |

1.3 Further analysis of the Service Areas contained within CYP Select can be found in Appendix 6 for Children's Services and Appendix 7

2. 2016-17 Savings Progress

The savings required by the 2016-17 Budget Mandates have been secured.

Children & Young People's budgeted savings were £600,000 and at month 2 £600,000 have been identified.

| Man. No. | Description | Target Savings £'s | Forecast Savings Identified £'s | Delayed In year £'s | Unachievable £'s |
|----------|---|-----------------------|------------------------------------|------------------------|---------------------|
| | Children & Young People | | | | |
| A 20 | School Music Service | 50,000 | 50,000 | 0 | 0 |
| B 20 | Phase 3 of Additional Learning Needs Review | 550,000 | 550,000 | 0 | 0 |
| | TOTAL C&YP | 600,000 | 600,000 | 0 | 0 |

Mandate Reference Key

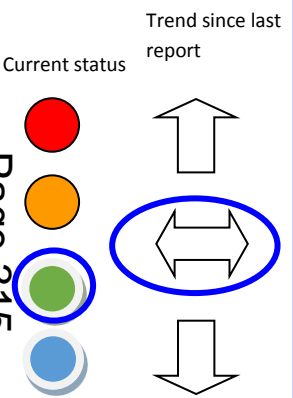
A – Mandates that originated in the financial year 2015/16 or earlier but also impact in the current financial year, 2016/17.

B – New mandates for the financial year 2016/17

| Mandate Number | Mandate Summary | RAG Month 2 | RAG Month 6 | RAG Month 9 | RAG Outturn |
|----------------|---|-------------|-------------|-------------|-------------|
| A 20 | Gwent Music | | | | |
| B 20 | Phase 3 of Additional Learning Needs review | | | | |

Budget Mandates

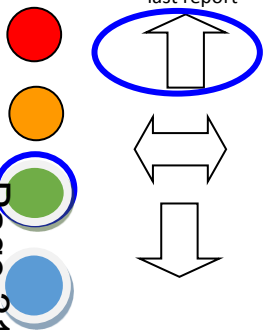
Progress and Next Steps at Month 2 (31st May 2016)

| Mandate RAG | Progress up to month 2 | Next Steps | Type | Year-end target | Forecasted to achieve | Variance | Owner |
|---|--|--|---|--------------------------------------|--------------------------------------|----------------------------|-------------------------|
| <p>Mandate A20</p> <p>Gwent Music</p> <p>Current status</p>  | <p>Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient.</p> <p>Following consultation with Schools it was agreed to maintain the Gwent Music subsidy with the funding reduction to come via the Individuals School's Budget (ISB)</p> <p>The £50k was removed from the ISB for delegated funds to schools for the financial year 2016/17.</p> <p>An Access fund continues to operate and administered through the service.</p> | <p>To continue to work with Gwent music to develop the music provision for Monmouthshire schools in light of the current financial climate.</p> <p>Gwent music continues to work closely with MCC to ensure the funding is used to support the need of Monmouthshire's pupils.</p> <p>Gwent music to continue to work on any potential income generation opportunities</p> | <p>Income</p> <p>Savings</p> <p>Total</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>50,000</p> <p>50,000</p> | <p>0</p> <p>0</p> <p>0</p> | <p>Nikki Wellington</p> |

Mandate B20

Phase 3 of Additional Learning Needs review

Current status Trend since last report



Deri View SNRB (£50k)

Cabinet considered a report on the 13th April 2016 regarding the SNRB at Deri View with a decision to consider the place of the SNRB within a much wider review that is currently underway, including the provision for Additional Learning Needs and Inclusion Services across the Authority and South East Wales region. There has been a significant reduction in the pupils being educated in the SNRB resulting in a reduction in the staffing requirements and savings achievable for the financial year amounting to £50k

Placement costs for External pupils attending Mounton House (£250k).

Placement costs were increased from January 2016. Current projected numbers from external placements for this term and the Autumn term will result in income target being achieved within the financial year.

Implementation of new funding formula from April 2016. (£250k).

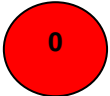
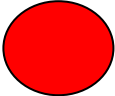
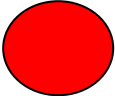
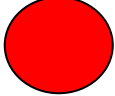
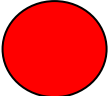



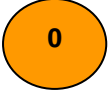
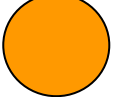
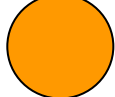
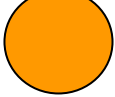








Statutory process to introduce the change in the funding formula for delegation rates to Mounton House School has been completed and came into effect from April 2016, resulting in savings identified in the mandate being achieved within the financial year.

Continue the wider review to include Additional Learning Needs and Inclusion Services across the Authority and the South East Wales region as agreed by Cabinet on the 13th April 2016.

Continue to monitor external pupil placements numbers.

| | | | |
|---------|---------|---------|---|
| Income | 250,000 | 250,000 | 0 |
| Savings | 300,000 | 300,000 | 0 |
| Total | 550,000 | 550,000 | 0 |

Sharon Randall-Smith

| Status Summary Month 2 | Status Summary Month 6 | Status Summary Month 9 | Status Summary Outturn | Key |
|---|---|---|---|--|
|  |  |  |  | <div style="border: 1px solid black; padding: 5px;">  Not on target. Concerns identified with delivery of mandate.  Monitoring required. Current status indicates partial delivery on mandate targets for the financial year.  On target to deliver all savings within the financial year.2016/17  </div> |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |

2.1 Further analysis of the Savings mandates can be found in Appendix SM.

3. **SCHOOLS**

- 3.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 2 projections.

| Draft Council Fund Outturn 2016/17– Schools Summary outturn position at Month 2 (Period1) | (A) Opening Reserves (Surplus) / Deficit Position 2016/17 £'000 | (B) Budgeted Draw on School Balances 2016-17 £'000 | (C) Variance on Budgeted Reserve Draw £'000 | (D) Draw Forecasted on School Balances @ Month2 £'000 | Forecasted Reserve Balances at 2016-17 Outturn (A+D) £'000 |
|--|--|---|--|--|---|
| Clusters | | | | | |
| Abergavenny | (594) | 508 | 56 | 564 | (30) |
| Caldicot | (590) | 498 | 31 | 529 | (61) |
| Chepstow | 218 | (162) | 52 | (110) | 108 |
| Monmouth | (299) | 181 | (34) | 147 | (152) |
| Special | 109 | (50) | 0 | (50) | 59 |
| | (1,156) | 975 | 105 | 1,080 | (76) |

- 3.1.2 School balances at the beginning of the financial year amount to £1,156,000. The Schools budgeted draw upon balances is forecasted to be £975,000 for 2016/17, therefore leaving £181,000 as forecasted closing reserve balances. We are, however, still awaiting a small number of signed budgets which may result in a change to this budgeted amount.
- 3.1.3 Within these summary figures, of particular note, is the deficit reserve position brought into 2016/17 for the Chepstow Cluster, although Chepstow Comprehensive School are budgeted to significantly reduce their own school deficit balance through their school recovery plan. A budgeted reduction in school balances is forecasted for the majority of the total 37 Monmouthshire Schools, with 11 schools budgeting to be in a deficit position by the end of the financial year.
- 3.1.4 6 schools exhibited a deficit position at the start of 2016/17; Chepstow Comprehensive School, Mounton House and Llanvihangel Crucorney were the only schools that showed an increased deficit reserve balance during 2015/16 and these schools are forecasted to remain in deficit at the end of 2016/17. Castle Park and Llandogo reduced their deficit reserve balances during 2015/16 but have both

budgeted to remain in deficit at the end of 2016/17. Overmonnow moved into a deficit position at the end of 2015/16, but has budgeted to return to a surplus position by the end of 2016/17.

- 3.1.5. Schools balances are exhibiting a fluctuating trend with some schools showing a continuing reduction in schools balances which is of concern and others a more balanced trend.

| Financial Year-end | Net level of School Balances |
|---------------------------|-------------------------------------|
| 2011-12 | (965) |
| 2012-13 | (1,240) |
| 2013-14 | (988) |
| 2014-15 | (1,140) |
| 2015-16 | (1,156) |
| 2016-17 Forecast | (76) |

- 3.1.6 There has been a significant reliance on reserve balances to supplement school spending plans in the last 4 years across individual schools with a certain amount of replenishment. As a rough guide, prior to 2010, Welsh Government advocated that school balance levels equated to no more than £50,000 for a primary school and £100,000 for a secondary school. Members may wish to seek a comfort that balances aren't being used to subsidise and sustain core costs such as staffing.

- 3.1.7 Individual School Balances are available in Appendix A at the end of this report

4. Capital Outturn Forecast

The total budget for Capital Schemes within the Children & Young People portfolio is £43,227.336 comprising an original budget of £3,495,961 together with authorised capital slippage from 2015/16 of £39,731,375. The budget is separated under the following headings

| CHILDREN & YOUNG PEOPLE | Annual Forecast | Original Budget | Slippage from 2015/16 | Total Approved Budget | Slippage to 2017/18 | Adjusted Budget | Annual Overspend / (Underspend) Month 2 |
|--|----------------------------|----------------------------|--------------------------------------|--------------------------------------|------------------------------------|----------------------------|--|
| | £000's | £000's | £000's | £000's | £000's | £000's | £000's |
| Development Schemes Over £250k | 40 | 40 | 0 | 40 | 0 | 0 | 0 |
| Education Strategic Review | 31,360 | 2,531 | 38,895 | 41,426 | 10,066 | 31,360 | 0 |
| IT Schemes – infrastructure Hardware | 827 | 0 | 827 | 827 | 0 | 827 | 0 |
| Maintenance Schemes Property | 934 | 925 | 9 | 934 | 0 | 934 | 0 |
| Grand Total | 33,161 | 3,496 | 39,731 | 43,227 | 10,066 | 33,161 | 0 |

Further details of all the schemes are contained in the appendix 5C. Currently no variation has been reported and so the budgets are presented here for information only.

Monmouthshire's Scrutiny Forward Work Programme 2016

| Economy Select Committee | | | | |
|---|---|---|-----------------------------|-------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| 1 st Sep 2016 is moved to 27 th September | Annual Planning Report | APR report on performance against the Wales average/WG targets. | Mark Hand | Performance Monitoring |
| Invite Planning Committee | Annual Monitoring Report | The AMR reports how the LDP is delivering against targets. | | |
| Joint Select Committee Meeting *TBC* | Alternative Service Delivery Model | Presentation of the potential options. | Cath Fallon Ian Saunders | Policy Development |
| 13 th Oct 2016 | Chief Officer Enterprise Annual Report *TBC* | Scrutiny of the performance of the directorate for the previous year (may need to defer). | Kellie Beirne | Performance Monitoring |
| | Tourism Update | Scrutiny of STEAM data and discussion on brown signage | Nicola Edwards | Performance Monitoring |
| | Event Strategy | Report on the Eisteddfod and the Velathon and feedback received. | Dan Davies | Performance Monitoring |
| 24 th Nov 2016 | | | | |
| 5 th Jan 2017 | | | | |
| 9 th Feb 2017 | Supplementary Planning Guidance on Tourism | To scrutinise a working draft of an SPG on tourism. | Mark Hand Nicola Edwards | Policy Development |
| 27 th April 2017 | | | | |

Monmouthshire's Scrutiny Forward Work Programme 2016

Future Work Programme items:

- x Vale of Usk LDP Strategy and projects ~ Potential to secure EU funding
- x Risk Assessment Challenge
- x CMC2 - Community Interest Company leading green and digital growth
- x Leisure Services - Annual performance report
- x ICT in schools
- x 21st Century Schools
- x CIL