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County Hall
Rhadyr
Usk
NP15 1GA

Thursday, 11 October 2018

Notice of meeting

Special Meeting of Economy and Development Select Committee

Friday, 19th October, 2018 at 10.00 am

The Conference Room, County Hall, 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**

Item No	Item	Pages
1.	Apologies for absence	
2.	Declarations of Interest	
3.	MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT	1 - 148
4.	MONMOUTHSHIRE PLANNING SERVICE ANNUAL PERFORMANCE REPORT (APR)	149 - 236

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P.Pavia
J.Becker
A.Davies
D. Dovey
M.Feakins
R.Roden
B. Strong
A. Watts

Public Information

Access to paper copies of agendas and reports

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Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting www.monmouthshire.gov.uk or by visiting our Youtube page by searching MonmouthshireCC.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

1. Why is the Committee scrutinising this? (background, key issues)
2. What is the Committee's role and what outcome do Members want to achieve?
3. Is there sufficient information to achieve this? If not, who could provide this?
 - Agree the order of questioning and which Members will lead
 - Agree questions for officers and questions for the Cabinet Member

Questions for the Meeting

Scrutinising Performance

1. How does performance compare with previous years? Is it better/worse? Why?
2. How does performance compare with other councils/other service providers? Is it better/worse? Why?
3. How does performance compare with set targets? Is it better/worse? Why?
4. How were performance targets set? Are they challenging enough/realistic?
5. How do service users/the public/partners view the performance of the service?
6. Have there been any recent audit and inspections? What were the findings?
7. How does the service contribute to the achievement of corporate objectives?
8. Is improvement/decline in performance linked to an increase/reduction in resource? What capacity is there to improve?

Scrutinising Policy

1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?
2. What is the view of service users/stakeholders? Do they believe it will achieve the desired outcome?
3. What is the view of the community as a whole - the 'taxpayer' perspective?
4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?
5. What practice and options have been considered in developing/reviewing this policy? What evidence is there to inform what works?
6. Does this policy align to our corporate objectives, as defined in our corporate plan?
7. Have all relevant sustainable development, equalities and safeguarding implications been taken into consideration? For example, what are *the procedures that need to be in place to protect children*?
8. How much will this cost to implement and what funding source has been identified?
9. How will performance of the policy be measured and the impact evaluated.

Questions for the Committee to conclude...

Do we have the necessary information to form conclusions/make recommendations to the executive, council, other partners? If not, do we need to:

- (i) Investigate the issue in more detail?
- (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...
- (iii) Agree further actions to be undertaken within a timescale/future monitoring report...

General Questions....

Empowering Communities

- How are we involving local communities and empowering them to design and deliver services to suit local need?
- Do we have regular discussions with communities about service priorities and what level of service the council can afford to provide in the future?

Service Demands

- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?

Financial Planning

- Do we have robust medium and long-term financial plans in place?
- Are we linking budgets to plans and outcomes and reporting effectively on these?

Making savings and generating income

- Do we have the right structures in place to ensure that our efficiency, improvement and transformational approaches are working together to maximise savings?
- How are we maximising income? Have we compared other council's policies to maximise income and fully considered the implications on service users?
- Do we have a workforce plan that takes into account capacity, costs, and skills of the actual versus desired workforce?

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**SUBJECT: MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN
ANNUAL MONITORING REPORT**
MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE
DATE: 19 OCTOBER 2018
DIVISION/WARDS AFFECTED: ALL

1 PURPOSE:

- 1.1 To consider the extent to which the current Local Development Plan (LDP) is delivering against its objectives and monitoring indicators, as set out in the fourth Annual Monitoring Report (AMR), attached at **Appendix 1**. Although the decision has already been taken to commence work on a new LDP, there is a statutory requirement to continue to monitor the current LDP's performance. In addition, this monitoring report will help inform and shape the new LDP by reflecting on what is working and what is not.

2. RECOMMENDATION:

- 2.1 That the fourth Local Development Plan Annual Monitoring Report be endorsed for submission to the Welsh Government by 31 October 2018.

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.

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/revision.

- 3.2.2 This is the fourth AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2017 – 31 March 2018.

- 3.2.3 Although the Council has already made the decision to commence work on a new LDP, this monitoring report will help inform and shape the new LDP by reflecting on what is working and what is not.

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.
- The Council approved proposals for a total of 1,238 dwelling units over the 2017-18 monitoring period, of which 246 (20%) are for affordable homes.
- Four LDP allocated housing sites gained planning permission during the year:
 - Land at Deri Farm, Abergavenny (SAH1) 250 dwellings including 49 affordable units;
 - Former Fairfield Mabey site (SAH3) 450 dwellings including approximately 20 affordable units (with a viability review clause at a later stage);
 - Rockfield Farm, Undy (SAH5) 265¹ dwellings including 67 affordable units;
 - Main Village site at Llanishen (SAH11(ix)(b)) 8 dwellings comprising 5 affordable and 3 general market dwellings.

Progress has also been made in relation to the remaining two strategic housing sites (SAH2 Crick Road, Portskewett and SAH6 Vinegar Hill, Undy). These have both gained planning permission after the close of this reporting period.

- The target densities of housing permitted on the Strategic Housing Sites was met for all three allocated sites.
- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the Severnside settlements and main villages.
- The County has a total of 40.16 hectares of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate. The take-up of employment land stood at 5.0 hectares which is attributable to development on the Strategic Mixed Use allocation at Wonastow Road, Monmouth, identified business and employment (SAE1) sites (Westgate Business Park Llanfoist & Beaufort Park, Chepstow) and protected employment (SAE2) sites (Severn Bridge Industrial Estate, Caldicot, Newhouse Farm, Chepstow and Tri-Wall, Monmouth).
- There has been significant progress in terms of employment permissions within the County, with permissions granted for a range of B use class employment on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 3.48 hectares). Eight rural diversification and rural enterprise schemes have also been approved.
- The Council approved proposals for a total of 16 tourism facilities, all of which related to tourist accommodation ranging from holiday lets to glamping accommodation. The new Sustainable Tourism Accommodation Supplementary Planning Guidance [SPG] (November 2017) has helped clarify our general support for this important sector of our economy.

¹ Planning application DC/2016/00883 approved for 265 units for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished)

- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the Wales rate. However, vacancy rates have increased significantly in Monmouth and anecdotal evidence links this to business rate changes and changing shopping habits.
- 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 10 community and recreation facilities have been granted planning permission.
- No applications were permitted on areas of open space not allocated for development in the LDP.
- Two applications were permitted with the specific aim of delivering habitat creation.
- Ample land remains available for potential waste management sites and there has been no reduction in the minerals land bank.
- There were no applications that resulted in the loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.

3.4.2 There are, however, several key policy indicator targets and monitoring outcomes relating to housing provision that are not progressing as intended. Further investigation has determined that there are concerns with the implementation of these aspects of the policy framework. The most significant findings in relation to these are:

- Residential completions in the Main Towns were significantly higher as a proportion of all completions than the identified LDP target (71% against a target of 41%). However, this is mainly attributable to greater progress in some Main Towns and delays in Severnside. Specifically, there were completions recorded on three windfall sites in Abergavenny and the allocated site at Wonastow Road, Monmouth. In contrast completions in Severnside remain well below the identified LDP target due to progress with those allocations. However, completions are likely to increase in this area over the next monitoring period due to the development taking place at Sudbrook Paper Mill.
- A total of 279 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 677 completions recorded during the last three monitoring periods, equates to a total of 956 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum (shortfall of 996 dwelling completions since the Plan's adoption). Annual completions recorded during this monitoring period are, however, higher than the previous monitoring period (238 new dwelling completions).
- A total of 84 affordable dwelling completions were recorded during the current monitoring period. This, together with the 127 affordable dwelling completions recorded during the previous three monitoring periods, amounts to a total of 211 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum (shortfall of 173 affordable dwelling completions since the Plan's adoption). This relates directly to the construction progress of housing sites, but also to viability

issues. Annual completions recorded during this monitoring period are, however, significantly higher than the previous monitoring period where 47 affordable dwelling completions were recorded.

- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2017-18 period demonstrates that the County had 3.9 years' housing land supply (based on the residual methodology prescribed in TAN1). This is the third consecutive year that the land supply has fallen below the 5 year target. Decisions have already been made in response to this issue, namely the decision to commence work on a new LDP, and Council's decision on 20th September 2018 (after this reporting period) to give appropriate weight, subject to ground rules, to our housing land supply shortfall.
- There has been limited progress with the delivery of two of the allocated strategic housing sites during this reporting period. The Crick Road, Portskewett and Vinegar Hill, Undy strategic sites are yet to obtain planning permission, however, further progress is expected on both of these sites during the next monitoring period. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3.

3.4.3 It remains evident that the LDP's key housing provision policies are not being delivered as quickly as anticipated and the lack of a 5 year housing land supply continues to be 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. An additional three Strategic Sites gained planning permission over the monitoring period and progress is being made in bringing the remaining two strategic sites forward. This demonstrates that the strategic sites are deliverable, albeit at a slower rate than anticipated. Nevertheless, their slower than anticipated delivery rate has obvious implications for the housing land supply and continues to suggest that there is a need for additional site allocations to increase the supply of housing land.

3.4.4 This continues the trend identified in the previous two AMRs and Joint Housing Land Availability Studies (JHLAS) which led to the Council's decision to initiate an early review of the Plan 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.

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. While some of these identified changes may have implications for the future implementation of the LDP/revised LDP, none of the changes identified over the monitoring period are considered to be significant and can be considered as part of the LDP revision process.

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 as appropriate. Where essential, however, resources will be focused on Plan revision.

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, setting out 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 the fourth AMR. The 2017-18 AMR maintains the trends identified in last year's AMR, that is while good progress continues to be 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 continued lack of a 5 year housing land supply remains a matter of concern that needs to be addressed if the Plan's housing requirements and the needs of our communities are to be met.

3.8.2 In accordance with the findings and recommendations from the previous two AMRs an early review of the LDP has been undertaken during the current monitoring period predominately due to the housing land supply shortfall. Based on the evidence contained within the Review Report it was concluded that work should commence on a replacement LDP for the period to 2033. Accordingly, the AMR recommends that we should continue to progress a full revision of the Monmouthshire LDP in accordance with the findings and recommendations of the LDP Review Report. This will ensure continued Plan coverage in the County, thereby avoiding the risks associated with any policy vacuum.

3.8.3 It is further recommended that this AMR be submitted to the Welsh Government in accordance 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 Work has commenced on the new LDP since the 2017-18 reporting period. The Delivery Agreement (DA) provides details of the various stages involved in the Plan-making process and the time each part of the process is likely to take. It also sets out the way in which the Council proposes to involve the local community and other stakeholders in the preparation of the revised plan. The DA has been agreed by Council and agreed by the Welsh Government, formally commencing the start of the new Plan preparation. A call for candidate sites is open until 19th November 2018. The next stages are setting out the framework for Strategic Environmental Assessment and Sustainability Appraisal, which will be ways of assessing the allocations and policies in the Plan as work progresses, with targeted consultation to key advisors on these matters. We will also be carrying out a targeted consultation (via Area Clusters and the Bryn Y Cwm Area Committee) on the issues, objectives and purpose for the new LDP. We envisage that these will primarily reflect the Local Well-being Plan and Corporate Business Plan, which has only recently captured the issues facing our communities via extensive community engagement.

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 2018 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 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 revision of LDP policies and proposals will require an Equalities and Well-being of Future Generations Impact Assessment to be carried out.

7. OPTIONS CONSIDERED

- 7.1 It is a requirement of the Regulations to monitor the LDP and to submit an AMR to the Welsh Government, so no other options were considered.

8. HOW WILL SUCCESS BE MEASURED

- 8.1 Submission of the AMR to the Welsh Government by 31 October 2018 means the legal requirement has been met.
- 8.2 In the wider sense, the purpose of the AMR is to measure the extent to which the LDP's objectives are being met. The report sets out the way this has been measured and the successes and challenges experienced. The 2018-19 AMR will be reported to this Select Committee in September/October 2019.

9. CONSULTEES:

- Economy and Development Select Committee and Planning Committee, via meeting on 19th October 2018
- Cabinet Member
- SLT

10. 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 9), Welsh Government, November 2016.

Monmouthshire LDP:

- Monmouthshire Adopted LDP, Monmouthshire County Council, February 2014.
- Monmouthshire LDP 'Sustainability Appraisal/Strategic Environmental Assessment Report Addendum', February 2014.
- Monmouthshire Local Development Plan Annual Monitoring Reports, 2014-15, 2015-16 & 2016-17.

Monmouthshire County Council publications:

- Monmouthshire LDP Draft 'Retail Background Paper', September 2018.
- Monmouthshire LDP Draft 'Employment Background Paper', September 2018.
- Monmouthshire 'Joint Housing Land Availability Study', June 2018.

11. AUTHORS & CONTACT DETAILS:

Mark Hand (Head of Planning, Housing and Place-Shaping)

Tel: 01633 644803.

E Mail: markhand@monmouthshire.gov.uk

Rachel Lewis (Planning Policy Manager)

Tel: 01633 644827

E Mail: rachellewis@monmouthshire.gov.uk

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	Monmouthshire Local Development Plan – Annual Monitoring Report
Date decision was made:	19th October 2018
Report Author:	Mark Hand / Rachel Lewis

What will happen as a result of this decision being approved by Cabinet or Council?

What is the desired outcome of the decision?

What effect will the decision have on the public/officers?

Once the contents of the fourth Local Development Plan Annual Monitoring Report are agreed, submission to the Welsh Government by 31 October 2018.

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. The desired outcome is 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 implantation or revision.

The AMR is monitored on an annual basis to identify if the desired outcomes are being achieved.

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Think about what you will use to assess whether the decision has had a positive or negative effect:

Has there been an increase/decrease in the number of users

Has the level of service to the customer changed and how will you know

If decision is to restructure departments, has there been any effect on the team (e.g. increase in sick leave)

A detailed assessment of the Plan's performance is measured within the annual monitoring report. While many of the indicator targets and monitoring outcomes are being achieved, several key policy indicator targets and monitoring outcomes relating to housing provision are not progressing as intended. Measures have been put in place by Council to address issues relating to housing provision in the decision to embark on a full revision of the LDP.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved.

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

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**Monmouthshire County Council
Adopted Local Development Plan 2011 - 2021
Annual Monitoring Report**

Monitoring Period 1st April 2017 – 31st March 2018



monmouthshire
sir fynwy

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

Annual Monitoring Report

Monitoring Period 1st April 2017 – 31st March 2018

**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, cultural 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 fourth AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2017 – 31 March 2018.

Key Findings of the Fourth Annual Monitoring Process 2017-2018

Contextual Information

- 1.4 Section 3 provides a 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, along with general economic trends which have occurred since the LDP's adoption. While some of these identified changes may have implications for the future implementation of the LDP/revised LDP, none are considered to be significant during this monitoring period. The implications of some of the contextual changes will take place over the longer term will be considered in subsequent AMRs and as part of the LDP revision process.

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	53
Targets / monitoring outcomes* are not currently being achieved but there are no concerns over the implementation of the policy	20
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.
- The Council approved proposals for a total of 1,238 dwelling units of which 246 (19.9%) are for affordable homes.
- Four LDP allocated housing sites gained planning permission:
 - Land at Deri Farm, Abergavenny (SAH1) 250 dwellings including 49 affordable units;
 - Former Fairfield Mabey site (SAH3) 450 dwellings including approximately 18 affordable units;
 - Rockfield Farm, Undy (SAH5) 265¹ dwellings including 67 affordable units;
 - Main Village site at Llanishen (SAH11(ix)(b)) 8 dwellings comprising 5 affordable and 3 general market dwellings.

Progress has also been made in relation to the remaining two strategic housing sites that have not yet gained planning permission during this reporting period.

- The target densities of housing permitted on the Strategic Housing Sites was met for all three allocated sites.

¹ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the Severnside settlements and main villages.
- The County has a total of 40.16 hectares of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate. The take-up of employment land stood at 5.002 hectares which is attributable to development on the Strategic Mixed Use allocation at Wonastow Road, Monmouth, identified business and employment (SAE1) sites (Westgate Business Park, Llanfoist & Beaufort Park, Chepstow) and protected employment (SAE2) sites (Severn Bridge Industrial Estate, Caldicot, Newhouse Farm, Chepstow and Tri-Wall, Monmouth).
- There has been significant progress in terms of employment permissions within the County, with permissions granted for a range of B use class employment uses on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 3.48 hectares). Eight rural diversification and rural enterprise schemes have been approved.
- The Council approved proposals for a total of 16 tourism facilities, all of which related to tourist accommodation ranging from holiday lets to glamping accommodation. The Sustainable Tourism Accommodation Supplementary Planning Guidance [SPG] (November 2017) has helped clarify our general support for this important sector of our economy.
- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the Wales rate. However, vacancy rates have increased significantly in Monmouth and anecdotal evidence links this to business rate increases and changed shopping habits.
- 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 10 community and recreation facilities have been granted planning permission.
- No applications were permitted on areas of open space not allocated for development in the LDP.
- Two applications were permitted with the specific aim of delivering habitat creation.
- Ample land remains available for potential waste management sites and there has been no reduction in the minerals land bank.

- There were no applications that resulted in the loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.
- 1.7 The analysis also indicates that various policy indicators 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). Further investigation has determined that there are concerns with the implementation of these aspects of the policy framework. These are as follows:
- The proportion of residential completions in the Main Towns was significantly higher than the identified LDP target (71% against a target of 41%). This is mainly attributable to completions on three windfall sites in Abergavenny and the allocated site at Wonastow Road, Monmouth, combined with completions in Severnside remaining below the identified LDP target. However, completions are likely to increase in this area over the next monitoring period due to the development taking place at Sudbrook Paper Mill.
 - A total of 279 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 677 completions recorded during the last three monitoring periods, equates to a total of 956 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum (shortfall of 996 dwelling completions since the Plan's adoption). Annual completions recorded during this monitoring period are, however, higher than the previous monitoring period where 238 new dwelling completions were recorded. This reflects the progress now being made on allocated LDP sites.
 - A total of 84 affordable dwelling completions were recorded during the current monitoring period. This, together with the 127 affordable dwelling completions recorded during the previous three monitoring periods, amounts to a total of 211 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum (shortfall of 173 affordable dwelling completions since the Plan's adoption). This relates directly to the construction progress of housing allocations, but also to viability issues. Annual completions recorded during this monitoring period are, however, significantly higher than the previous monitoring period where 47 affordable dwelling completions were recorded.

- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2017-18 period demonstrates that the County had 3.9 years' housing land supply (based on the residual methodology prescribed in TAN1). This is the third consecutive year that the land supply has fallen below the 5 year target.
- There has been limited progress with the delivery of two of the allocated strategic housing sites. The Crick Road, Portskewett and Vinegar Hill, Undy strategic sites are yet to obtain planning permission, however, further progress is expected on both of these sites during the next monitoring period. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3.

1.9 It remains 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 continues to be 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. An additional three Strategic Sites gained planning permission over the monitoring period and progress is being made in bringing the remaining two strategic sites forward. This demonstrates that the strategic sites are deliverable. Nevertheless, their slower than anticipated delivery rate has obvious implications for the housing land supply and continues to suggest that there is a need for additional site allocations to increase the supply of housing land. A shortfall of 961 dwellings (of which 337 are affordable homes) is predicted by the end of the LDP period.

1.10 This continues the trend identified in the previous two AMRs and Joint Housing Land Availability Studies (JHLAS) which led to the recommendation to initiate an early review of the Plan 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.

1.11 Given the importance attached to the land supply issue, in accordance with the findings from the previous two AMRs a full review of the LDP commenced during the current monitoring period which culminated with the publication of the Final Review Report in March 2018. The report concluded that the LDP should be revised and that this should take the form of a full revision procedure, i.e. a fully revised LDP. It also concluded that the Monmouthshire LDP should be revised on an individual basis, rather than, jointly with adjacent Local Planning Authorities. Work on this project will commence in the next reporting period.

Supplementary Planning Guidance (SPG)

1.12 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 as appropriate. Where essential, however, resources will be focused on Plan review/revision.

Sustainability Appraisal (SA) Monitoring

- 1.13 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.
- 1.14 Some of the most notable findings specific to the SA during the current monitoring period include:
- 100% of major new development² is located within a 10 minute walk from a frequent and regular bus service. This compares to 87% recorded in the previous AMR.
 - One tree that was part of a Tree Preservation Order woodland was lost to development, this was however necessary to accommodate repairs to a dangerous and unstable listed wall. This is reduction since the previous AMR where 20 trees were recorded as being lost over the period, this again was justified to bring forward an allocated site.
 - One location where the annual objective levels of nitrogen dioxide was exceeded (Hardwick Hill, Chepstow). This is the same location as the previous 3 AMRs.
 - 10 of 15 proposals permitted on LDP allocated sites and sites of over 10 dwellings/1ha incorporated Sustainable Urban Drainage Systems (SUDS)³ into the scheme. This is an improvement since the previous AMR where only 8 of 20 schemes incorporated SUDS.
 - 0 instances where rivers across the County experienced summer low flow. This is the same as the previous monitoring period.
 - 63.0% of Monmouthshire's total household waste was recycled or composted. This has decreased marginally since the previous AMR where 64.1% was recorded.
 - 2.8 hectares of agricultural land at Grade 3a and better potentially lost to major development. This relates to the Grove Farm site in Llanfoist granted outline planning permission for 115 dwellings. This compares to no loss in the previous AMR period.

² Major development is defined as development involving one or more of the following: developments of 10 or more dwellings or 0.5ha or more; 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.

³ SUDS are drainage solutions that provide an alternative to the direct channelling of surface water through networks of pipes and sewers to nearby watercourses. By mimicking natural drainage regimes, SUDS aim to reduce surface water flooding, improve water quality and enhance the amenity and biodiversity value of the environment. SUDS achieve this by lowering flow rates, increasing water storage capacity and reducing the transport of pollution to the water environment (*British Geological Society*).

- 4.9% increase in tourism expenditure (£204.43 million) compared to £190.05 million over the previous 2016 period.

Conclusions and Recommendations

- 1.15 The 2017-18 AMR maintains the trends identified in last year's AMR, that is, while good progress continues to be 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 continued lack of a 5 year housing land supply remains a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.
- 1.16 In accordance with the findings and recommendations from the previous two AMRs an early review of the LDP has been undertaken during the current monitoring period predominately due to the housing land supply shortfall. Based on the evidence contained within the Review Report it was concluded that the LDP should be revised and that this should take the form of a full revision procedure.
- 1.17 Accordingly, the AMR recommends the following:
1. Continue to progress a full revision of the Monmouthshire LDP in accordance with the findings and recommendations of the LDP Review Report. This will ensure continued Plan coverage in the County, thereby avoiding the risks associated with any policy vacuum and, more importantly, deliver the needs of our communities. The first step of LDP revision involves the production of a Delivery Agreement which will provide the timetable for producing the revised LDP and the Community Involvement Scheme. This will be published during the early part of the next monitoring period.
 2. Submit the fourth AMR to the Welsh Government by 31 October 2018 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, cultural 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 fourth AMR to be prepared since the adoption of the Monmouthshire LDP and is based on the period 1 April 2017 – 31 March 2018.

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 revision process.

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 (61) that are 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).

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.

LDP Review

- 2.16 The 2016 Monmouthshire AMR recommended an early review of the LDP as a result of the need to address the shortfall in the housing land supply and to facilitate the identification and allocation of additional housing land. The 2017 AMR confirmed the recommendation to continue with an early review of the LDP due to the housing land supply shortfall.
- 2.17 The LDP Regulations allow for a 'selective review' of part (or parts) of a 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 2016 and 2017 AMRs. 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 was considered, therefore, more appropriate to undertake a full review of the Plan to consider all aspects of the LDP in order to fully assess the nature and scale of revisions that might be required.
- 2.18 Consequently, a full review of the LDP commenced in 2017 and culminated with the publication of the Final Review Report in March 2018. The report concluded that the LDP should be revised and that this should take the form of a full revision procedure, i.e. a new LDP. It also concluded that the Monmouthshire LDP should be revised on an individual basis, rather than, jointly with adjacent Local Planning Authorities.

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 in detail here.

Legislative Changes

- 3.3 The Welsh Government did not introduce any national legislative changes during the current monitoring period.

National Planning Policy

National Development Framework (NDF)

- 3.4 The Welsh Government has commenced work on the production of a National Development Framework (NDF) which will replace the Wales Spatial Plan. The NDF will set out the 20 year spatial framework for land use in Wales, providing a context for the provision of new infrastructure/growth. It will concentrate on development and land use issues of national significance which the planning system is able to influence and deliver. Welsh Government undertook a Call for Evidence and Projects during the previous monitoring period with a summary of the responses to this published during this monitoring period. The Welsh Government is expected to consult on the NDF Issues, Options and Preferred Option during the early part of the next monitoring period. Future progress on the NDF and any subsequent implications for the LDP will be reported in future AMRs. It is expected that the NDF will be adopted in 2022.

National Planning Policy Amendments

Planning Policy Wales (Edition 10)

- 3.5 The Welsh Government consulted on proposed revisions to Planning Policy Wales (PPW) during the current monitoring period. In light of the Well-being of Future Generations (Wales) Act 2015, it is proposed to restructure PPW into policy themes around the well-being goals with policy updated to reflect new Welsh Government strategies and policies. The outcome of the consultation and any subsequent implications for the LDP/LDP revision will be reported in future AMRs.

Technical Advice Notes (TANs)

TAN 20: Planning and the Welsh Language (October 2017)

- 3.6 TAN 20 Planning and the Welsh Language was updated during the current monitoring period. The TAN has been updated to incorporate changes brought about by the Planning (Wales) Act 2015. The Act requires consideration for the Welsh language at every level of the planning system, from the National Development Framework, through to Strategic Development Plans and down to Local Development Plans. The updated TAN 20 provides local planning authorities, developers and communities with advice on how the language can be supported and protected by the planning system. It is important for all development plans to consider how the strategy, policies and site specific proposals contribute towards creating the conditions for the language to thrive. It is a legal duty to consider the language as part of the Sustainability Appraisal. The revised TAN supports the Welsh Language Strategy by encouraging Local Development Plans to promote places where community life can take place in Welsh and seeks to ensure local planning authorities see development as vital to the future of the language.

TAN 24: The Historic Environment (May 2017)

- 3.7 TAN 24 The Historic Environment was published during the current monitoring period. The implications of this TAN for the LDP are provided in the relevant policy analysis section (Section 5, Policy S17).

Regional Context

Strategic Development Plans (SDP)

- 3.8 The Planning (Wales) Act provides a legal framework for the preparation of Strategic Development Plans. This will allow larger than local issues such as housing demand, search areas for strategic employment sites and supporting transport infrastructure, which cut across a number of local planning authorities, to be considered and planned for in an integrated way. SDPs will address cross-boundary issues at a regional level and must be in general conformity with the NDF. The Regulations make reference to three potential strategic planning areas including South East Wales.

On 29th January 2018 the Cardiff Capital Region Cabinet agreed that work should commence on a Strategic Development Plan (SDP) for the region which includes Monmouthshire. A SDP Project Group⁴ was established during the current monitoring period tasked with progressing key options for the SDP, including SDP boundary, governance, timescale and scope. Future progress on the SDP and any subsequent implications for the LDP revision will be reported in future AMRs.

⁴ SDP Project Group comprises heads of planning and planning policy managers from the 10 local planning authorities in South East Wales.

Cardiff Capital Region and City Deal

- 3.9 The Cardiff Capital Region (CCR) is made up of an area of South East Wales, consisting of the ten local authorities, including Monmouthshire. These local authorities are working collaboratively to seek to tackle issues that affect the whole of the region, such as worklessness and poor transportation links, with the aim of working together and collaborating on projects and plans for the area. The Authorities forming the Capital Region are progressing the City Deal to fund projects aimed at boosting the competitiveness of the region over the next 20 years. The CCR City Deal will help boost economic growth by improving transport links, increasing skills, helping people into work and giving businesses the support they need to grow. It will also establish strong governance across the region through the Cardiff Capital Region Joint Cabinet. The Cardiff Capital Region Transition Plan details the key activities to be undertaken, including the establishment of a Regional Office to drive the delivery of the Regional Cabinet's work programme in anticipation of receiving proposals for investment. 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. This investment represents a significant opportunity for Monmouthshire and for the region.

Local Context

Monmouthshire Well-being Assessment and Plan

- 3.10 Under the provisions of the Well-being of Future Generations Act every Public Service Board (PSB) in Wales was required to publish a Well-being Plan by May 2018. Replacing the Single Integrated Plan (SIP), the plans were to look at the economic, social, environmental and cultural well-being of each county and have clear links with the LDP. The Monmouthshire Public Service Board Well-Being Plan was published in February 2018 following a 12 week consultation which was held between November 2017 and February 2018. PSB partners are now working on detailed action plans which will set out how they will deliver the steps identified in the Well-Being Plan. Further progress on the implementation of the Local Well-being Plan will be reported in subsequent AMRs insofar as it relates to the LDP.

Future Monmouthshire

- 3.11 Monmouthshire County Council embarked 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 ran alongside and was 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 the LDP revision.

Monmouthshire Community Infrastructure Levy (CIL) Update

- 3.12 Following consultation on the CIL Draft Charging Schedule which was completed during the previous monitoring period the next stage would have been the submission of the DCS for independent examination. Submission was delayed, however, pending the response of the UK government to the recommendations of the Peace Group. A Government announcement on the future of CIL was anticipated in the Autumn Budget 2017, after which the Council intended to reassess its position on CIL. In the Autumn Budget statement the changes announced by the Chancellor were relatively minor and did not take on board the significant amendments recommended in the 'Peace Review'. Subsequently the Wales Act 2017 has devolved CIL to the Welsh Government, which to date has given no indication of its likely approach to CIL. Given the uncertainty over the measure, therefore, further implementation of CIL has been held in abeyance. The progress of the CIL and any subsequent implications for the LDP/ LDP revision will be given further consideration in successive AMRs where appropriate.

Monmouthshire 21st Century Schools

- 3.13 Of note work on two 21st Century Schools in the County is well advanced with one school now complete and the second school nearing completion. This reflects a key corporate priority of children having the best possible start in life and no-one being left behind.

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 during the current monitoring period whilst the percentage of the economically active who are in employment has increased the percentage of the economically active who are unemployed has also risen, at 3.5% it is at its highest level since 2015. Despite this rise, the proportion of those economically active who are unemployed in the County remains significantly lower than the Wales figure. The Gross pay for full-time workers in the County saw no real increase over the current monitoring period although remains 22% higher than for Wales as a whole. 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%
April 2016-March 2017	76.5%	71.4%
April 2017-March 2018	78.0%	72.7%

Source: Nomis (Annual Population Survey, July 2018)

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%
April 2016-March 2017	2.9%	4.4%
April 2017-March 2018	3.5%	4.9%

Source: Nomis (Annual Population Survey, July 2018)

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	£582.1	£480.0
2015	£610.5	£487.6
2016	£619.4	£499.2
2017	£619.6	£505.9

Source: Nomis (Annual Population Survey, July 2018)

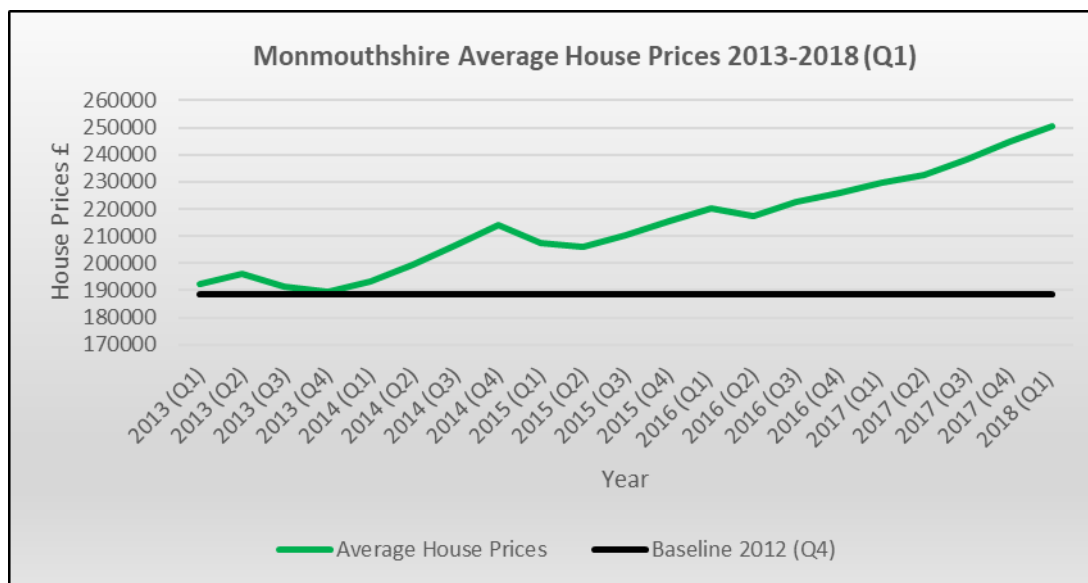
- 3.15 Evidence continues to suggest that the income for economically active women who both live and work within the County is significantly lower than that of men within the same category. It is unlikely that this is something that the land use planning system can directly influence, however, further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

House Prices

- 3.16 As demonstrated in the graph below, Land Registry data indicates that average house prices in Monmouthshire have increased over the current monitoring period. Subsequently, average prices in quarter 1 2018 (January to March) at £250,677 were higher than the 2012 quarter 4 baseline price (£188,720). 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.

- 3.17 A number of recently announced proposals, including the abolishment of the Severn Bridge tolls at the end of 2018 and plans for the South East Wales Metro, together with wider opportunities associated with the Cardiff Capital Region City Deal agenda, could have potential impacts on house prices in Monmouthshire. Any such impacts will be considered in subsequent AMRs and through the LDP revision process.



Source: Land Registry UK House Price Index (July 2018)

Supplementary Planning Guidance (SPG)

- 3.18 The Sustainable Tourism Accommodation SPG and Rural Conversions to a Residential or Tourism Use (Policies H4 and T2) SPG were adopted during the current monitoring period.

Summary

- 3.19 As detailed above, revised/new 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 and for the LDP revision. 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 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 over the monitoring period 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>

	Where relevant, indicator data recorded in previous AMRs is provided in the tables. Such data is colour coded (i.e. red, amber, green) to enable trends to be readily identified.
Analysis	<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>The analysis excludes those indicator targets with no applicable planning applications or completions to assess during the monitoring period. These totalled 3 during the current monitoring period.</p>
Recommendations	<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.
- 4.5 As detailed in paragraphs 2.16-2.18, a full review of the Monmouthshire LDP commenced in 2017 and culminated with the publication of the Final Review Report

in March 2018. The report concluded that the LDP should be revised and that this should take the form of a full revision procedure, i.e. a new LDP.

Sustainability Appraisal Monitoring Framework

- 4.6 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 61 indicators 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

Of note, additional information on Monmouthshire's current housing land availability, including dwelling completions/permissions and their location, is available in the 2018 Joint Housing Land Availability Study (JHLAS) which can be accessed via the following link:

<http://www.monmouthshire.gov.uk/planning-policy/housing-land-supply>

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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	
	a) Main towns 41% <i>(2014-15: 27%)</i> <i>(2015-16: 40.2%)</i> <i>(2016-17: 38.2%)</i>		Dwelling Completions 71.3%
	b) Severnside Settlements 33% <i>(2014-15: 43%)</i> <i>(2015-16: 8.1%)</i> <i>(2016-17: 19.3%)</i>		5.4%
	c) Rural Secondary Settlements 10% <i>(2014-15: 6%)</i> <i>(2015-16: 37.2%)</i>		12.2%

	(2016-17: 21.4%)		
	d) Rural General 16%		11.1%
	(2014-15: 24%)		
	(2015-16: 14.5%)		
	(2016-17: 21%)		

Analysis – Dwelling Completions

a) Main Towns

Of the 279 dwelling completions recorded during the monitoring period, 71.3% (199 units) were in the County’s main towns which is considerably higher than the identified target of 41%, the trigger for this indicator has consequently been met. The vast majority of these completions were in Abergavenny (51%, 101 units) and Monmouth (48%, 96 units). Chepstow only accounted for 2 completions (both market units) over the monitoring period. Of the completions in Abergavenny, 79 were on three large windfall sites** (Swan Meadows, 38, The Hill, 24 and Old Hereford Road, 17), 21 completions on small sites and one conversion***. In Monmouth, the bulk of the completions were located on the LDP allocated Wonastow Road site (SAH4) (87 units); the remainder related to completions on small sites***. Approximately two thirds of completions (133 units) in the main towns were general market dwellings, with the remaining third relating to affordable dwelling completions (66 units) in Abergavenny (40 units across; The Hill, Swan Meadows, Poplars Close, Old Hereford Road and Rear of 83-87 Park Crescent) and Monmouth (26 units at Wonastow Road).

The LDP allocated site at Wonastow Road, Monmouth granted permission in November 2015 is progressing well accounting for 44% (87 units) of total main town completions. In addition to this, while there have been no completions as yet, the LDP allocated site at Deri Farm obtained full planning permission over the current monitoring period. The Fairfield Mabey Site was also granted outline planning permission. Further details on the progress of these sites is set out in the analysis of strategic housing sites (Policy S3).

Dwelling completions recorded in the main towns during this monitoring period are considerably higher than in any of the previous monitoring periods (2016 – 2017, 38.2%, 2015 – 2016, 40.2% and 2014 – 2015, 27%). This is predominately attributable to the number of completions on the allocated site at Wonastow Road, Monmouth (44% of total completions) and large windfall sites in Abergavenny (40% of the total completions).

The exceedance of the target within this indicator is considered to signal a temporary issue with the delivery of the Plan’s spatial strategy, rather than an issue with the effectiveness of the strategy itself. While there is a higher proportion of overall completions than in previous monitoring periods, there is not considered to be any significant issue with the implementation of the Plan’s spatial strategy in relation to dwelling completions in the main towns. It is recognised that the allocated site at Wonastow Road, Monmouth and large windfall sites in Abergavenny accounted for the vast majority of completions, all of which are in accordance with the spatial strategy. The Council will nevertheless continue to

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

b) Severnside Settlements

5.4% (15 units) of dwelling completions recorded during the monitoring period were in Severnside settlements which is substantially lower than the identified target of 33% for this area. The trigger for this indicator has subsequently been met. The majority of these completions were on small windfall sites (87%, 13 units) – 4 completions in Caldicot, 3 in Magor and 6 in Undy. The remaining 2 units related to completions on the former Sudbrook Paper Mill site (SAH7) which gained permission in the previous monitoring period. All of the completions in the Severnside Settlements related to general market dwellings.

The lower than anticipated completion rate may be expected as allocated LDP sites in the Severnside area, which are in accordance with the spatial strategy, have not yet all been granted permission. 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%. The Rockfield Farm, Undy site (SAH5) gained outline permission during the current monitoring period and the former Sudbrook Paper Mill site (SAH7) is expected to progress further in the next monitoring period and increase the number of completions in the Severnside area. The Crick Road site is also expected to progress further during the next monitoring period, the submission of an outline application is anticipated over the next monitoring period. Nevertheless, delivery of these sites is slower than anticipated as detailed in the analysis of strategic housing sites (Policy S3).

The completion rate recorded in Severnside during the current monitoring period is at the lowest since adoption of the LDP, as noted above this is to be expected due to the slower than anticipated delivery of LDP Strategic Sites in the Severnside area. 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. The Council will continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

c) Rural Secondary Settlements

12.2% (34 units) of all dwelling completions recorded during the monitoring period were in the County's Rural Secondary Settlements. This is marginally above the identified target of 10% but well within the +/-10% flexibility. Accordingly, the trigger for further investigation has not been reached.

Two large windfall sites accounted for over two thirds (68%) of the completions - 13 dwellings at Gavenny Gate, Llanfoist (former Coopers Filters Site) and 10 dwellings at Prince Charles Close, Raglan. Of the remaining units 8 were small sites*** (6 units in Penperlleni and 2 units in Llanfoist) and 3 barn conversions. There were no completions recorded in the Rural Secondary Settlement of Usk over the current monitoring period. Just over half of the completions (18 units) were general market dwellings, with the remaining 16 units relating to affordable dwelling completions (Prince Charles Close, Raglan, 10 units and Gavenny Gate, Llanfoist, 6 units).

The completion rate in the Rural Secondary Settlement's is lower than the previous two monitoring periods (2016 – 2017, 21.4% and 2015 – 2016, 37.2%) but higher than the first AMR (2014 – 2015, 6%).

The completions recorded on windfall sites accounted for the majority of completions 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.

It is notable that allocated LDP sites in the Rural Secondary Settlements have not sufficiently progressed to generate completions during the 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 proportion of completions in these settlements will align with the target figure. It is anticipated that there will be completions on the SAH10(ii) allocated site at Land to the south of School Lane, Penperlleni over the next monitoring period as the site is advanced in its construction.

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 completions in the Rural Secondary Settlements. While it is recognised that large 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.

d) Rural General

11.1% (31 units) of all dwelling completions recorded during the monitoring period were in the County's rural general areas which is marginally below the identified target (16%) but within the +/-10% flexibility. Accordingly, the trigger for further investigation has not been reached.

As may be expected in rural areas small sites accounted for all of the completions over the monitoring period. Of these 29 were general market dwellings and 2 were affordable dwellings. None of the completions related to allocated main village sites over the monitoring period, however a number of Main Village sites are progressing with further completions expected during the next monitoring period. 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 more closely with the target figure of 16% over the plan period.

The completion rate in the County's rural areas is lower than recorded in the previous three AMRs (2016 – 2017, 21%, 2015 – 2016, 14.5% and 2014 – 2015, 24%) Generally, however, the completion rate in rural general areas has been within +/-10% of the identified target and the trigger for further investigation has not been met during any monitoring period. 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

**Large site windfall >10 dwellings

***Small site windfall <10 dwellings

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018	
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 permissions are +/- 10% of the requirements set out in the tables to Policy S2 in any 1 year	Dwelling Permissions	
	e) Main towns 41% <i>(2014-15: 81%)</i> <i>(2015-16: 31%)</i> <i>(2016-17: 30.2%)</i>			59.61%
	f) Severnside Settlements 33% <i>(2014-15: 11%)</i> <i>(2015-16: 10%)</i> <i>(2016-17: 54.1%)</i>			24.15%
	g) Rural Secondary Settlements 10%			10.26%

	<i>(2014-15: 1%)</i> <i>(2015-16: 37%)</i> <i>(2016-17: 5.2%)</i>		
	h) Rural General 16% <i>(2014-15: 7%)</i> <i>(2015-16: 22%)</i> <i>(2016-17: 10.5%)</i>		5.98%

Analysis – Dwelling Permissions

Dwelling permissions in Monmouthshire as a whole are significantly higher than recorded during the last monitoring period (up from 484 to 1238). This is predominately attributable to the permissions obtained for the allocated LDP sites at Fairfield Mabey (450 units), Rockfield Farm (265⁵ units) and Deri Farm (250 units) which collectively accounted for over three quarters (78%) of all permissions recorded in the County over the current monitoring period. Large windfall sites in Llanfoist, Monmouth and Caldicot also accounted for a significant number of permissions, totalling 210 dwellings (17% of all permissions).

e) Main Towns

Of the 1238 dwelling units granted planning permission during the monitoring period, 59.61% (738 units) were in the County's main towns. As this is 18.61% higher than the identified LDP target (41%), the trigger for further investigation has been reached.

Two sites accounted for the majority of dwellings permitted over the monitoring period, both of which related to LDP allocated sites. 250 units were permitted at the Deri Farm (SAH1) allocated site in Abergavenny. An outline permission was also granted for 450 units at the Fairfield Mabey, Chepstow (SAH3) allocated site. The remainder of permissions were attributable to a large windfall site in Monmouth (11 units at 38 Hillcrest Road) and small sites. Although small sites accounted for 13 planning permissions in the main towns, they accounted for just 27 of the units permitted – 12 in Abergavenny, 9 in Monmouth and 6 in Chepstow. Of note, 640 (87%) of the dwellings permitted in the main towns during the monitoring period were for general market dwellings and 71 (11%) were for affordable dwellings, with 49 in Abergavenny, 18 in Chepstow and 4 in Monmouth.

Chepstow accounted for the majority of dwelling permissions recorded (61.8%), with Abergavenny accounting for 35.5%. While Monmouth only accounted for 2.7% it had the greatest number of permissions (8 in total) – this may be expected as the main LDP allocation in Monmouth (Wonastow Road) gained permission during the first AMR period. As evidenced, the high number of permissions recorded in the main towns is attributable to the LDP allocated sites in Chepstow and Abergavenny.

As noted above, in terms of LDP allocations, both Deri Farm (SAH1) and Fairfield Mabey (SAH3) gained planning permission during the monitoring period, which added significantly

⁵ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

to dwelling permissions recorded in Abergavenny and Chepstow. The only remaining allocated site in the main towns yet to gain planning permission is Tudor Road, Wyesham which is of a much lesser scale. Accordingly, it is anticipated that the proportion of permissions in the main towns will decrease in the next monitoring period in line with the 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).

The number of dwellings permitted in the main towns during the current monitoring period (59.61%) is significantly higher than those recorded in the previous two annual monitoring periods (2016 – 2017, 30.2% and 2015 – 2016, 31%) but is not as high as the first annual AMR when the total percentage of such permissions stood at 81%. Although this was considerably above the LDP target, it was attributable to outline permission at Wonastow Road, Monmouth which accounted for 88% of main town permissions at that time.

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

Approximately one quarter (24.15%, 299 units) of the 1238 dwellings granted planning permission during the monitoring period were in Severnside settlements. This is marginally below the identified target for this area (33%) but within the +/-10% flexibility. Accordingly, the trigger for further investigation has not been reached.

The allocated site at Rockfield Farm (SAH5) accounts for the majority of dwelling permissions recorded in the Severnside settlement (265⁶ units, 89%) over the monitoring period. A large windfall site at Brookside, Caldicot accounted for an additional 25 dwellings permitted. Small sites accounted for the remaining permissions in Severnside – 5 dwellings in Caldicot, 3 dwellings in Rogiet and 1 dwelling in Sudbrook. Of the dwellings permitted in Severnside settlements, 207 were for market units and 92 for affordable units (66 at Rockfield Farm, Undy, 25 at Brookside, Caldicot and 1 at Oakley Way, Caldicot).

While the number of dwellings permitted in Severnside settlements is higher than those recorded in the previous monitoring period (2016 – 2017, 262 units), the overall proportion is lower i.e. 24.15% in 2017 - 2018 compared to 54.1% in 2016 – 2017. The reduction in the overall proportion is predominately due to the high number of permissions in the main towns as noted above.

There are a further 2 strategic housing allocations in Severnside and as these progress, it is expected that the proportion of permissions in these settlements will continue to align closely with the target figures. This, coupled with continued opportunities for windfall/small

⁶ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

sites, should ensure continued alignment with the 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.

The 2016 – 2017 AMR noted that at that time only one of the Severnside area's allocated sites had gained permission which signalled a temporary issue with the implementation of the Plan's spatial strategy. The permission at the Rockfield Farm site over the current monitoring period shows further progression of the Strategic Sites in the Severnside area. As indicated in the analysis of Policy S3, there is no evidence to suggest that the remaining site allocations in Severnside are not deliverable or that their allocation needs to be reviewed.

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

127 (10.26%) of all dwellings permitted during the monitoring period were in the County's rural secondary settlements. This is exactly where it should be (10%), accordingly, the trigger for further investigation has not been reached.

The departure site at Grove Farm Llanfoist accounted for the majority of units permitted (115 units, 92%). Of this 75 related to market dwellings and 40 to affordable dwellings. Small sites accounted for the remainder – 12 in Usk, all of which were for general market dwellings.

Evidently, the proportion of permissions recorded in the rural secondary settlements was boosted by the Grove Farm, Llanfoist departure site. There has been limited progression with two of the allocated LDP sites in the Rural Secondary Settlements of Raglan and Usk. While the site at Penperlleni gained consent during the 2015 – 2016 monitoring period, the allocated sites at Raglan and Usk have not yet acquired permission. An application relating to the allocated site at Raglan (SAH10iii) is nevertheless imminent and expected to progress during the next monitoring period. It is anticipated that as these sites are progressed and opportunities for infill / windfall development continue, the proportion of permissions will continue to remain close to the target figure of 10%.

The number of dwellings permitted in Rural Secondary Settlements during the current monitoring period (10.26%) compares more favourably to the target of 10% than those recorded in previous AMR's (2014 – 2015: 1%, 2015 – 2016: 37%, 2016 – 2017: 5.2%).

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

74 (5.98%) of all dwellings permitted during the monitoring period were in the County's rural areas. While this is lower than the identified LDP target (16%) it is within the +/-10% flexibility. Accordingly, the trigger for further investigation has not been reached.

Unsurprisingly, small sites accounted for the majority of the dwelling permissions recorded in a range of rural settlements throughout Monmouthshire (70%, 52 units). One windfall site of 14 units was permitted in Llanellen. The LDP allocated main village site at Llanishen (SAH11(ix)(b) accounted for a further 8 units (11%) over the monitoring period, (5 affordable, 3 general market). Regarding the small sites specifically, the largest site related to 8 units within the Llangybi Village Development Boundary (former UDP allocation). In addition to this, an affordable housing rural exceptions site for 3 affordable units was granted permission in Tintern. The remaining units predominately related to small scale infill opportunities and barn conversions. A total of 58 market dwellings were permitted and 16 affordable dwellings (5 in Llanishen, 5 in Llanellen, 3 in Llangybi and 3 in Tintern).

Permissions recorded in rural areas during this monitoring period are comparable to those recorded in the first AMR (2014 – 2015, 7%) but somewhat lower than those recorded in the 2015 – 2016 (22%) and 2016 – 2017 (10.5%) AMRs. Despite these variations, the proportion of permissions in the County's rural areas recorded has been within + / - 10% of the target since adoption, meaning that the trigger for further investigation has not been met to date which signifies that there are no significant concerns with the permissions achieved in rural areas.

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 enables 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. Continue to monitor.

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 during the monitoring period.

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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 <i>(2014-15: 205)</i> <i>(2015-16: 234)</i> <i>(2016-17: 238)</i>	10% less or greater than the LDP strategy build rate for 2 consecutive years	279
2. Housing land supply*	Maintain a minimum 5 year housing land supply throughout the plan period <i>(2014-15: 5.0)</i> <i>(2015-16: 4.1)</i> <i>(2016-17: 4.0)</i>	Less than a 5 year housing land supply in any 1 year	3.9
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	SAH1: 29dph SAH3: 55.5 dph SAH5: 33 dph

<p>4. Review of Gypsy/ Traveller Accommodation Needs and Sites Study to be completed within two years of the LDP's adoption</p>	<p>If a need for additional site(s) is identified seek to allocate a suitable site by Spring 2017</p>	<p>Identified need not met by Spring 2017</p>	<p>Gypsy Traveller Accommodation Assessment approved by WG January 2017. 8 pitches have been approved.</p>
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Analysis

1. 279 dwellings were built during the monitoring period (195 general market and 84 affordable). The majority of completions were on windfall sites (106 units, 38%), including The Hill (24) and Swan Meadows in Abergavenny (39), Gavenny Gate in Llanfoist (13) and Prince Charles Close, Raglan (10). Small sites (including conversions) also accounted for a significant number of completions over this period, totalling 84 (32%). Two LDP site allocations accounted for the remaining 89 completions (30%), with 87 completions at the strategic mixed use site at Wonastow Road, Monmouth (SAH4) and 2 completions at the former Sudbrook Paper Mill (SAH7).

The 279 completions recorded is considerably below the LDP AMR target of 488 dwelling completions per annum between 2013 and 2021. This figure, coupled with the completion rate of 677 dwellings recorded during the three monitoring periods since adoption (205 completions in 2014-2015; 234 completions in 2015 – 2016 and 238 completions in 2016 – 2017), means that a total of 956 completions have been recorded since the Plan's adoption and as such the trigger for this indicator has been met for the third consecutive year.

Completions recorded during this period are marginally higher than the previous monitoring period (238) and those recorded in the other two years since adoption. General market dwelling completions are slightly higher than the last monitoring period (195 in 2017 – 2018 compared to 191 in 2016- 2017) while affordable dwellings are significantly higher (84 in 2017 - 2018 compared to 47 in 2016 – 2017).

Given that few of the LDP allocated sites have progressed to development stage, with completions recorded on just two allocated sites during this period, the lower than target completion rate may be expected. However, as allocated sites obtain permission and are developed dwelling completions will undoubtedly increase over the remainder of the Plan period. Given that a further four of the Plan's 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. An update on the progression of allocated strategic sites is provided in the strategic sites policy analysis (Policy S3).

There are numerous wider economic factors that influence housing delivery above and beyond the planning system. Five strategic site allocations had gained consent by the end

of this monitoring period, and significant progress is being made on bringing the other two strategic sites forward, as indicated in the analysis of Policy S3. There is no evidence to suggest that the remaining two 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 continued slow delivery rate of these sites does seem to confirm the need for additional site allocations through a revised LDP.

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 2017 – 2018 period demonstrates that the County had 3.9 years' housing land supply (based on the residual method). The overall total land supply is 2791 units, comprising 2365 units on large sites and 426 units on small sites.

As indicated in the table below, this is the third consecutive year that the land supply has fallen below 5 years (based on the residual method prescribed in TAN1), and as such 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 was noted in the previous two AMRs that the most effective way of achieving this would be through an early review/revision of the adopted LDP. 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 review of the LDP has been undertaken, the report of which was published in March 2018 following consultation. The LDP revision will commence during the next monitoring period.

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 over the last ten years, Monmouthshire would have an 11 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 commissioned research into TAN1 and housing land supply and Monmouthshire took part as a case study Authority. The results of this research remain with Welsh Government who 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
1 April 2015-16	4.1
1 April 2016-17	4.0
1 April 2017-18	3.9

3. The following allocated LDP sites** acquired planning consent over the monitoring period with site densities as follows:

- Land at Deri Farm, Abergavenny (SAH1) 250 units, density of 29 dwellings per hectare.
- Former Fairfield Mabey site, Chepstow (SAH3) 450 units, density of 55 dwellings per hectare.
- Rockfield Farm, Undy (SAH5) 265 units, density of 33 dwellings per hectare.

Both the Deri Farm, Abergavenny and Rockfield Farm, Undy sites achieved densities that were marginally higher than the target, as set out in the LDP. Deri Farm: 29 dwellings per hectare, target of 28.73. Rockfield Farm, Undy: 33 dwellings per hectare, target of 32.92. The former Fairfield Mabey site in Chepstow, however, recorded a much greater density of 55 dwellings per hectare when compared to the LDP target density of 36.84 dwellings per hectare.

In view of the above, as all three of the LDP allocations granted permission over the monitoring period met/exceeded the required target densities, there is not considered to be any significant issue with the implementation of the Plan's spatial strategy in relation to the density of housing permitted on allocated sites. The Council will nevertheless continue to monitor this issue closely in order to determine the effectiveness of the spatial strategy over the Plan period.

4. The Council is committed to monitoring the accommodation needs of Gypsies and Travellers and has prepared a Gypsy Traveller Accommodation Assessment (GTAA) which was submitted to the Welsh Minister in the previous 2016 - 2017 monitoring period. 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.

In accordance with the monitoring framework, as the identified need had not been met by Spring 2017 the trigger for further investigation has been reached, albeit that this matter is being progressed as detailed below.

In view of this and as previously reported, the Council's intention is 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. Where necessary, the Council will work with and support Gypsy Traveller households to identify and develop suitable private sites to address the identified unmet need in accordance with the LDP policy framework. It is considered that the provision of such sites would be best dealt with through the existing LDP policy framework (Policy H8). 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.

During the current monitoring period, there has been some progress in terms of progressing the recommendations of the GTAA, including the preparation and adoption of a Gypsy Traveller Pitch Accommodation Policy. The adoption of this policy is required before consideration can be given to the identification of suitable Gypsy Traveller sites. The Council's Housing Strategy Service produced a Gypsy and Traveller Pitch Accommodation Policy (a waiting list based on bands (levels) of need to assist in the allocation of pitches) which was approved by Single Member Cabinet Decision on 28th February 2018. This policy has subsequently only recently been adopted and thus gives limited scope to see how it has been utilised over the remainder of the monitoring period.

As reported in the previous AMR, 2 planning applications for Gypsy/Traveller accommodation were refused over the 2016-17 period. The applications related to a private gypsy site comprising of an additional 5 pitches and associated development at land in Llangeview and a 4 pitch private Gypsy site in Llanccayo. Both proposals were considered to be contrary to LDP policies in relation to development in the open countryside and it was considered that the applicants had failed to demonstrate that there were overriding exceptional circumstances that would outweigh the LDP policy framework. The Llangeview application (DC/2015/01424) was subsequently allowed at appeal in October 2017 for a permanent site for 7 pitches and associated development. The 4 pitch private Gypsy site in Llanccayo (DC/2016/00297) was dismissed at appeal in December 2017 on all but one of the grounds. The inspector allowed in respect of ground (g) only, relating to the period of compliance with the Enforcement Notice, extending the period from 2 months to 12 months. This decision is currently being challenged at the High Court by the appellants.

In addition to the above applications, an application for the variation of a condition relating to the permanent siting of a single caravan was also approved during the monitoring period, at the Old Telephone Exchange, Crick Road, Caldicot (DC/2017/01395).

LDP criteria-based policy H8 will be used to consider any applications for Gypsy/Traveller accommodation that arises in Monmouthshire.

Recommendation

1. Continue to progress the LDP revision.

2. Continue to progress the LDP revision.

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

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

*Core Indicators

**Indicator relates to SAH1 – SAH10 allocated sites only. Therefore excludes allocated Main Village sites (SAH11).

◆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-SAH7.

Strategic Policy: S3 Strategic Housing Sites

LDP Objectives Supported: 1, 3 & 4

Other LDP Policies Supported: SAH1-SAH7

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 2017 – 31 March 2018
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-SAH7 during the plan period:	Planning permission is not granted by the end of 2014 for each of the strategic sites	
	a) Deri Farm, Abergavenny		250
	b) Crick Road, Portskewett		0
	c) Fairfield Mabey, Chepstow		450
	d) Wonastow Road, Monmouth		(340*)
	e) Rockfield Farm, Undy		265 ⁷
	f) Land at Vinegar Hill, Undy		0

⁷ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

	g) Former Paper Mill, Sudbrook		(212*)
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 (2016-17 trajectory = 20 completions for 2017-18)		0
	b) Crick Road, Portskewett (2016-17 trajectory = 20 completions for 2017-18)		0
	c) Fairfield Mabey, Chepstow (2016-17 trajectory = 0 completions for 2017-18)		N/A
	d) Wonastow Road, Monmouth (2016-17 trajectory = 65 completions for 2017-18) (2015-16 trajectory = 30 completions for 2017-18, 21 achieved in 2016-2017)		87
	e) Rockfield Farm, Undy (2016-17 trajectory = 20 completions for 2017-18)		0
	f) Land at Vinegar Hill, Undy (2016-17 trajectory = 0)		N/A

	<i>completions for 2017-18)</i>		
	g) Former Paper Mill, Sudbrook (2016-17 trajectory = 10 completions for 2017-18)		2

Analysis

1. Dwelling Permissions

In terms of allocated strategic sites, three sites were granted permission over the current monitoring period. The Deri Farm site was granted full planning permission for 250 dwellings. The additional two sites at Mabey Bridge, Chepstow (450 units) and Rockfield Farm, Undy (266 units) were granted outline planning permission.

These sites combined with permission for 340 units at the Wonastow Road site* and 212 units at the Former Paper Mill, Sudbrook*, mean that five of the Plan's strategic site allocations have achieved consent since LDP adoption. However, as the remaining two strategic sites have not yet gained planning permission 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 unrealistic. The failure to have obtained planning permission on the two additional strategic sites by the end of the current monitoring period is, however, 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 (DC/2014/01360) for 250 residential units (201 market and 49 affordable units) in November 2014. The progress of the application was slower than anticipated due to significant issues relating to site viability, particularly affordable housing provision and the undergrounding of overhead power lines. However, these issues were subsequently resolved, the application was approved during the current monitoring period (January 2018) and works on site have commenced.

The agreed 2017-2018 JHLAS expects the site to deliver 179 units within the Plan period with the first completions in 2018/19.

Crick Road, Portskewett (SAH2):

This site is currently owned by the Council and is allocated for 285 residential units and 1ha of serviced land for business and industrial development. A master planning consultation exercise to consider various options for the site was undertaken during the 2015-2016 monitoring period, along with various pre-application meetings over the 2016-2017 monitoring period. Further pre-application meetings and a formal Pre-Application Community Consultation have also taken place over the current monitoring period. The Pre-Application Community Consultation related to up to 300 residential units, of which

25% for affordable housing, along with a care facility. It is intended to replace the employment allocation with the care facility. It is anticipated that an outline planning application will be submitted during the next monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 120 units within the Plan period with the first completions in 2019/20.

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), small scale retail/food and drink floorspace (Use Classes A1 and A3) and multi-functional green and blue open space. Progress with the application has been slower than anticipated due to various matters, including highways issues (Welsh Government Highways Division had a holding objection on the application for 18 months). However, the outstanding issues have since been resolved and the site gained outline planning permission for 450 units (432 market and approximately 18 affordable units on 1.5 acres of the site) in November 2017.

The agreed 2017-2018 JHLAS expects the site to deliver 150 units within the Plan period with the first completions in 2019/20.

Wonastow Road, Monmouth (SAH4):

Outline permission was granted for up to 370 dwellings and 6.5ha 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 (238 market and 102 affordable units) which was granted permission during the last monitoring period, with the first completions (21 dwellings) recorded on the site during the 2016-2017 monitoring period. A further 87 dwellings have been completed during the current monitoring period.

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 this 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. However, discussions are ongoing in relation to the possibility of providing an alternative access for construction traffic to enable the site to be developed more quickly.

The agreed 2017-2018 JHLAS expects the site to deliver all 450 units within the Plan period.

Rockfield Farm, Undy (SAH5):

This site is currently owned by the Council and is allocated for 270 residential units and 2ha of serviced land for business and industrial use. An outline planning application was submitted in July 2016 (DC/2016/00883) for 266 units and 5,575 sq m of employment land (B1 use). For the purposes of the AMR 265 units (198 market and 67 affordable units) are recorded as a net gain, the existing farmhouse has a residential use and is being demolished so has been taken off the overall figure. Progress with the site has been slower

than anticipated due to various issues, including archaeology. These issues have, however, been resolved and the outline application was approved in March 2018.

The agreed 2017-2018 JHLAS expects the site to deliver 163 units within the Plan period with the first completions in 2019/20.

Land at Vinegar Hill, Undy (SAH6):

This site for 225 residential units is linked to the adjacent Rockfield Farm site and was expected to progress in tandem. However, the developer has not yet submitted an application. There has, however, been some progress over the current monitoring period and a pre-application meeting is due to be held to discuss the progress of the site during the next monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 110 units within the Plan period with the first completions in 2019/20.

Former Paper Mill, Sudbrook (SAH7):

A 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 had been a number of site viability issues associated with this application meaning that progress with the application has been slower than anticipated. However, these issues were subsequently resolved and the application was approved in the previous monitoring period (November 2016). The site was cleared over the previous monitoring period and is currently under construction. A total of two completions were recorded over the current monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 140 units within the Plan period with the first completions in 2019/20.

It is recognised that, with 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. However, 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 unrealistic. The strategic allocation at Sudbrook Paper Mill gained consent for 212 units in the 2016-2017 monitoring period. In the current monitoring period full planning permission was granted at the Deri Farm site for 250 dwellings along with outline permissions at Mabey Bridge, Chepstow (450 units) and Rockfield Farm, Undy (266 units).

The agreed 2017-2018 JHLAS trajectory figures demonstrate a Plan period shortfall (i.e. up to the end of 2021) of 724 dwellings from strategic sites. While there has been further progress over this monitoring period and a further three strategic sites have gained planning permission, the trigger for investigation has been met for the fourth consecutive year. As stated above, it is likely that the remaining two strategic sites (Crick Road, Portskewett and Vinegar Hill, Undy) will be progressed during the next monitoring period and will be reported accordingly and 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 and housing delivery (general market and affordable). As noted in the policy analysis for Policy S1, S2 and S4, as these sites are progressed it is anticipated that dwelling delivery will align more closely with the Plan's spatial strategy and general market and affordable dwelling targets.

2. Dwelling Completions

The only completions recorded on allocated strategic sites during the monitoring period were at Wonastow Road, Monmouth (87 completions) and Sudbrook Paper Mill (2 completions) which is expected as both of these sites gained planning permission prior to this monitoring period. The Wonastow Road completions recorded exceeded the 2016-17 JHLAS trajectory which predicted 65 completions on this site in 2016/17. The Sudbrook Paper Mill site had a minor shortfall of completions; the 2016-17 JHLAS trajectory predicted 10 completions on this site in 2016/17. However, this is a brownfield site that required significant site remediation work prior to commencement of development so the shortfall of 8 units is not considered a cause for concern.

The 2016-17 JHLAS predicted 20 completions for each of the following strategic sites for the 2017/18 period, however, none of the sites recorded any completions:

- Deri Farm, Abergavenny - Full planning permission granted January 2018, the first completions have been pushed back to 2018/19 which is achievable given that works have commenced on site.
- Crick Road, Portskewett – A formal Pre-Application Community Consultation has been undertaken, an outline planning application will be submitted in the next monitoring period. The first completions have been pushed back to 2019/20.
- Rockfield Farm, Undy - Outline planning permission granted March 2018, the first completions have been pushed back to 2019/20.

As evidenced above, given that considerable 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.

Comparison with the 2016-2017 JHLAS trajectory nevertheless indicates that while anticipated completions on a number of strategic sites have not yet been met the sites are progressing, and, the number of units outside the 5 year land supply (i.e. 2018 – 2023) has subsequently decreased, as detailed in the table below.

JHLAS Strategic Site Schedule Comparison

	2015-16 JHLAS		2016-17 JHLAS		2017 – 18 JHLAS		Change in Number Units Outside 5 Year Land Supply 2017 -2018
	Within 5 year Land Supply	Outside 5 Year Land Supply	Within 5 year Land Supply	Outside 5 Year Land Supply	Within 5 year Land Supply	Outside 5 year Land Supply	
Deri Farm	185	65	182	68	229	21	-47
Fairfield Mabey	200	150	170	180	230	120	-60
Rockfield Farm	195	75	190	80	232	34	-46
Vinegar Hill	120	105	120	105	150	75	-30
Wonastow Road (Taylor Wimpey)	155	11	166	0	115	0	0
Wonastow Road (Barratt)	160	14	174	0	117	0	0
Wonastow Road (Drewen Farm)	75	35	110	0	110	0	0
Crick Road	200	85	140	145	160	125	-20
Sudbrook Paper Mill	115	75	150	62	175	35	-27

While the number of anticipated completions as indicated in the 2016-17 trajectory have not been met other than at Wonastow Road, it is notable that no units were removed from the land supply between 2017 and 2018.

Accordingly, a total of 410 units fell outside the 5 year land supply (i.e. 2018 – 2023) in the 2018 JHLAS, compared with 640 units in the 2017 JHLAS. This further demonstrates that the strategic sites are progressing.

The Council will nevertheless 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.

*Site permitted prior to this AMR monitoring period.

**2016-17 Trajectory as this forecasts completions for 2017-18 period i.e. current monitoring period.

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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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) <i>(2014-15: 17)</i> <i>(2015-16: 63)</i> <i>(2016-17: 47)</i>	10% less or greater than the LDP strategy build rate for 2 consecutive years	84
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 <i>(2014-15: 35%)</i> <i>(2015-16: 34%)</i> <i>(2016-17: 43%)</i>	Proportion of affordable housing achieved on development sites in each area falls below the requirement set out in Policy S4	13.3%

	<p>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</p> <p><i>(2014-15: 100%)</i> <i>(2015-16: N/A)</i> <i>(2016-17: 9.7%)</i></p>		31.7%
	<p>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</p> <p><i>(2014-15: 0%)</i> <i>(2015-16: 60%)</i> <i>(2016-17: 60%/20%**)</i></p>		62.5%
	<p>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.</p> <p><i>(2014-15: N/A)</i> <i>(2015-16: N/A)</i> <i>(2016-17: N/A)</i></p>		N/A (No applicable applications)
<p>3. Number of affordable dwellings permitted/built on Main Village Sites as identified in Policy SAH11</p>	<p>Main Village sites to collectively deliver 20 affordable dwellings per annum 2014-2021</p> <p><i>(2014-15: 0)</i> <i>(2015-16: 9 permitted)</i> <i>(2016-17: 9 permitted/9 built***)</i></p>	<p>10% less or greater than the target build rate for 2 consecutive years</p>	5 permitted/0 built

4. Number of affordable dwellings built through rural exception schemes	No target <i>(2014-15: 0)</i> <i>(2015-16: 0)</i> <i>(2016-17: 0)</i>	None	0 (3 permitted)
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 84 affordable dwellings were completed during the monitoring period, accounting for 30% of the total dwelling completions recorded. Almost one third of these (31% 26 units) were located on the allocated site at Wonastow Road, Monmouth. New build flats accounted for the second highest percentage, a total of 23 units (27%) across two sites in Abergavenny at Old Hereford Road (17 units) and to the rear of Park Crescent (6 units), both of which are 100% affordable housing sites. A further 18 units (21%) were located on large windfall sites at The Hill, Abergavenny (12 units) and Gavenny Gate, Llanfoist (6 units). A small windfall site at Milsteel, Abergavenny accounted for a further 3 units and redevelopment at St Cadocs, Raglan resulted in an additional 10 units (100% affordable scheme). Two small 100% affordable housing sites accounted for the remaining 4 completions (Garage site at Poplars Close, Abergavenny (2) and Ty Freeman, Gwehelog (2)). Accordingly, of the 10 schemes completed 44% (37 units) related to 100% affordable housing schemes.

This figure is significantly higher than the 47 affordable dwelling completions recorded in last year's AMR, and is also greater than the two previous AMRs (63 units in 2015-2016 & 17 units in 2014 – 2015).

Nevertheless, the number of affordable dwelling completions are still lower than the identified target (96 per annum) with a total number of 211 affordable dwelling completions recorded over the four years since the Plan's adoption. Based on the LDP target a total of 384 affordable dwellings should have been completed which, in view of completions achieved, results in a shortfall of 173 completions between 2014-2018. While there is a shortfall, it has not increased significantly over the monitoring period (compared to a shortfall of 161 in the previous AMR). This is due to the substantial increase in affordable housing completions over the current monitoring period.

Slow progress on the implementation of a number of LDP allocated sites, as considered above in relation to Policies S2 and S3, has resulted in limited delivery of both market and affordable housing. As allocated sites, including main village sites, achieve consent affordable housing completions would be expected to increase in line with the target. As previously noted, three strategic sites acquired consent during the current monitoring period along with one main village site (with construction yet to commence) with further progress on a number of the remaining allocated sites anticipated over the next monitoring

period which will result in a further increase in the level of affordable dwelling completions. There is no specific evidence to date that demonstrates that Policy S4 itself is not operating effectively, albeit that there have been delays in the determination of some planning applications, particularly Deri Farm (now resolved and groundworks have commenced on site), 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, robust assessments are nevertheless being undertaken to ensure the maximum potential contribution is achieved.

Measures recommended in the analysis of Policy S2 above, which include taking a pragmatic approach to departure applications, are intended to increase housing supply which should benefit the 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 13.3% which is substantially below the LDP policy target of 35%.

The findings are based on a total of 5 applications, 3 in the main towns and 2 in the rural secondary settlements. Two of the schemes related to Strategic Sites, namely, the former Fairfield Mabey site in Chepstow granted outline permission for 450 units, approximately 18 (4%) of which were affordable units on 1.5 acres within the site and Deri Farm, Abergavenny granted full permission for 250 units, 49 (19.6%) of which were affordable units. The Fairfield Mabey site is one of two brownfield housing allocations in the LDP and has significant costs associated with remediation, sewer diversion and road lowering (due to the adjacent railway) which has impacted on the viability of the overall scheme and affordable housing in particular. The scheme however satisfies a number of important planning objectives the overall LDP policy framework and the reduction, while unfortunate, is required to bring the site forward. The Deri Farm site has substantial abnormal costs involving the undergrounding of electricity cables at the site, with the costs having almost doubled since the initial Western Power Distribution estimates at the time of LDP examination. The developer of this site originally put forward 5% affordable housing but this was increased to 19.6% by the District Valuer. The Grove Farm, Llanfoist departure site was granted outline permission over the monitoring period accounted for a further 115 units, 40 of which were affordable (35%) achieving the affordable housing policy requirement. The remaining two schemes were both windfall sites, the scheme in Wyesham for 11 units will provide 4 affordable housing units (35%) while the other windfall site in Usk is unable to provide any affordable housing due to impact on viability of the overall scheme. Two of the sites, therefore, achieved the 35% affordable housing target. While the other three sites failed to meet the required 35% dwelling target they were all verified by the Council and the two strategic sites (Deri Farm and Fairfield Mabey) independently were independently verified by the District Valuation Service.

Nevertheless, the failure to both provide the policy compliant level of affordable housing on these sites, particularly on the strategic sites, and to significantly contribute to

affordable housing provision in the main towns is regrettable. However, this illustrates the complexities involved with developing such constrained sites. It is considered that additional easier to develop sites are needed if affordable housing targets are to be achieved. Measures recommended in the analysis of Policy S2 above are intended to increase housing supply, which should benefit the delivery of affordable housing.

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 35% threshold set out in Policy S4.

Evidently, the affordable housing target of 35% was only met by 2 of the 5 sites permitted in the main towns and rural secondary settlements. While the figure is substantially reduced from previous years there was clear justification for the deviation away from the target, in relation to the 2 sites that fell short of the 35% requirement and the site that was unable to provide any contribution. This suggests that Policy S4 is functioning effectively in enabling the delivery of affordable dwellings in the main towns and rural secondary settlements, albeit that this is based on just 5 applications during this period. 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.

Sevenside Settlements

Two applications were permitted in Sevenside for 5 or more dwellings over the monitoring period. The largest scheme relates to an outline permission at the allocated Rockfield Farm, Undy site (SAH5) for 265⁸ dwellings, of which 67 were affordable units equating to 25% of the overall scheme. This is in compliance with the LDP policy target and once constructed will provide a significant contribution to affordable housing provision in Sevenside.

The Brookside site in Caldicot was also granted permission over the monitoring period, accounting for 25 new dwellings, all of which are to be affordable, thereby providing 100% and exceeding the target of 25%.

The remainder of the permissions recorded in Sevenside settlements were for sites with a capacity of less than 5 dwellings and, therefore, fell below the affordable housing threshold set out in Policy S4.

The Council will continue to monitor such sites over the next monitoring period in order to assess the implementation of the affordable housing targets identified in Policy S4.

Main Villages

Two applications were permitted over the monitoring period within the Main Villages for sites of 3 or more dwellings, one of which related to a LDP allocation. The LDP allocation at Llanishen SAH11(ix)(b) was granted outline permission for 8 dwellings, 5 of which are affordable. This site has achieved the Policy S4 target of 60% affordable units. The other

⁸ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

site related to 8 dwellings within the village development boundary in Llangybi, 3 of which will be affordable equating to 38% and exceeding the 35% required in such a location.

The two schemes permitted over the monitoring period have subsequently been in line with the LDP target, indicating, that Policy S4 is functioning effectively in enabling the delivery of affordable housing in Main Villages. 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 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, as referred to above. The permission related to the allocation at Church Road, Llanishen (SAH11(ix)(b)) for 8 dwellings. The site is allocated for around 5 dwellings, the permission achieved the target of 60% affordable units (5 dwellings of 8). As the permission relates to an outline application none of the affordable units were under construction at the end of the monitoring period. The planning permission at the allocated site to the north of the road in Shirenewton (SAH11(xiv)(b)) referred to in the previous AMR has progressed further, however, the 3 affordable units are not yet completed, it is anticipated that these will be completed in during the next monitoring period. Additionally, the allocated site granted permission during the previous monitoring period at Penallt (SAH11(xii)) has not yet commenced, however, the scheme is likely to commence during the next monitoring period.

A number of other Main Village sites are currently within the planning/pre-application system and it is therefore anticipated that these will progress during the next monitoring period.

As evidenced, while there has been some progress with Main Village allocations, the target for these sites to collectively deliver 20 affordable dwellings per annum has not been achieved. These sites have delivered 9 affordable units since the LDP's adoption which is significantly short of the LDP target. However, advancement (including pre-application meetings) is being made in progressing a number of the Main Village sites which will be reported in the next AMR. The delivery of these sites will be given further consideration in the Revised LDP. The reasons for the lack of progress on Main Village sites will be investigated further as part of this process, including for example unrealistic land owner expectations in relation to land values. This will enable the Council to de-allocate those sites that are not progressing as intended.

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 three AMRs has progressed further but is not yet complete. An additional rural exception scheme was permitted over the monitoring period. This related to 3 dwellings in the Minor Village of Tintern.

While there is no target in relation to the number of completions for rural exception schemes the Council will 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 average house prices in Monmouthshire have increased over the current monitoring period with average prices in quarter 1 2018 (January to March) standing at £250,677, significantly higher than the 2012 quarter 4 baseline price (£188,720). Despite this, the trigger for further investigation has not been met. A 5% increase in the 2012 quarter 4 baseline price figure would equate to an increase of £9,436 and while average house prices have risen over the 2017-18 monitoring period, prices have not risen by this amount continuously over 2 quarters. The largest recorded increase recorded over the monitoring period was £6,465 between quarter 3 2017 and quarter 4 2017. Accordingly, as with the previous AMRs, there has not been a significant change 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. This matter will be given further consideration as part of the LDP revision process.

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 any strategic viability work in relation to LDP revision process/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. Consider progress of Main Village sites as part of the Revised LDP process.

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.

**60% achieved on LDP sites. The 20% relates to a Reserved Matters application approved following an outline application made prior to LDP adoption.

***Completion of 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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Number of community and recreation facilities granted planning permission	No target* <i>(2014-15: 9)</i> <i>(2015-16: 5)</i> <i>(2016-17: 4)</i>	None*	10
2. Number of community/ recreation facilities lost	Minimise the loss of community and recreation facilities <i>(2014-15: 3)</i> <i>(2015-16: 0)</i> <i>(2016-17: 6)</i>	Loss of any 1 community/ recreation facility in any 1 year	2

Analysis

1. 10 planning applications were approved for community and recreation uses during the monitoring period. Three of the ten applications relate specifically to recreation uses the remainder are for community uses.

All of the applications for recreation relate to the expansion of an existing use. Two of the applications are for the erection of a viewing stand. The first is for a viewing stand with capacity for 138 plus 3 disabled spectators to comply with Football Association of Wales criteria at Caldicot Town Football Club. The second is for a stand at Undy Athletic Football Club, who due to promotion to a higher league, are required to have a stadium which again complies with the Welsh Football League grounds criteria, in this instance a stand that is

able to seat 250 spectators as a minimum. The third application is for an extension to the toilet area at the Goytre AFC Clubhouse.

Of the 7 community facilities granted planning permission over the monitoring period three are for new community facilities. The first is for an extension to an existing building at Monmouth Leisure Centre to house a children's activity zone. The second is for a new 120 seated/200 standing capacity community hall on the site of the old Raglan VC Primary School, whilst the third is an application to open a bar area in an existing unit linked to a brewery in Penperlleni which already operates from the unit.

The remaining applications are all extensions to existing community facilities, the first of which relates to a new learning centre at Coleg Gwent Usk campus. The Learning Centre was previously located within an existing building but this was not large enough to accommodate the needs of the Learning Centre. The second was for an extension to an existing nursery building in St Arvans. The third for a larger covered wake area at Usk Natural Burial Ground to replace an existing shelter which has proved too small during larger services. The building will also include toilet and kitchen facilities. The final planning application was for an extension to the Chepstow Drill Hall.

In addition to these 10 planning applications which resulted in a gain in community facilities, two planning applications, one at Monmouth Leisure Centre and one at Monmouth School, were granted planning permission which were replacement facilities and so do not result in a net gain. Monmouth Leisure Centre is to be redeveloped to include a new swimming pool to replace the pool that was demolished as part of the new school development. The previous application, DC/2015/00261, gave consent for a new swimming pool within the Monmouth School building and a sports hall in the Leisure Centre, however, this proposal will now be superseded with the pool being provided at the Leisure Centre and the sports hall being located at the school.

There has been a substantial increase in the number of community / recreation facilities approved over the current monitoring period (10 facilities) when compared to the previous 2 AMRs (4 in 2016-17; 5 in 2015-16), although the current number is broadly in line with that recorded in the first AMR.

2. There has been a loss of 2 community facilities over the period monitored with both of the applications related to residential development. The first related to the loss of a private nursery in Caerwent to a single family dwelling. Caerwent is fortunate in having several community facilities including a post office and a public house. There was little likelihood of the building being reused as a school and so it was considered that the change of use of the building from a nursery school to a private residential dwelling did not conflict with the objectives of Policy CRF1.

The second community facility lost related to a change of use of a former pub in Monmouth Road, Abergavenny into a single residence. In this instance, accounts had been provided showing that the pub had been operating at a loss for some time and there was also evidence to show that attempts to sell the pub as a going concern had also failed. Abergavenny is served by other pubs, the closest to the application site being the

Abergavenny Hotel, also on Monmouth Road. The principle of losing the pub was therefore considered to be acceptable having regard to Policies S5 and CRF1.

In comparison to the previous AMR where 6 community facilities had been lost to alternative uses this monitoring period the number was lower at 2 community facilities. Despite the lower number the trigger for this indicator has been met, albeit their loss is justified within the context and requirements of the LDP policy framework. Consequently the Council will continue to monitor such proposals 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

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

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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 <i>(2014-15: 0%) (2015-16: 53.2%) (2016-17: 33%)</i>	More than 10% of new food and non-bulky retail floorspace is developed outside town/local centres in any 1 year	35.7% 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 <i>(2014: 5.1%) (2015: 5.8%) (2016: 8.7%)</i>		6.3%
	b) Caldicot <i>(2014: 9.2%) (2015: 7.6%) (2016: 10.1%)</i>		8.8%
c) Chepstow <i>(2014: 9.0%) (2015: 10%) (2016: 7.1%)</i>	5.9%		

	<p>d) Monmouth (2014: 8.3%) (2015: 7.9%) (2016: 4.9%)</p>		10.1%
	<p>e) Magor (2014: 9.1%) (2015: 0%) (2016; 0%)</p>		9.1%
	<p>f) Raglan (2014: 0%) (2015: 0%)</p>		0%
	<p>g) Usk (2014: 7.8%) (2015: 11.1%) (2016: 13.1%)</p>		9.7%
3. Percentage of A1 uses in the primary shopping frontages of Abergavenny, Caldicot, Chepstow and Monmouth***	<p>% of A1 uses no less than the thresholds identified for the towns' primary shopping frontages as defined in the Primary Shopping Frontages SPG**</p>	% figures for a primary shopping frontage fall below the threshold set out in the SPG	
	<p>a) Abergavenny</p> <ul style="list-style-type: none"> PSF1 Cross St, High St, Frogmore St & 1 Nevill St (Target 75%) (2014: 76%) (2015: 77%) (2016:76%) 		<ul style="list-style-type: none"> 75%
	<ul style="list-style-type: none"> PSF2 Cibi Walk (Target 100%) (2014: 100%) (2015: 100%) (2016: 100%) 		<ul style="list-style-type: none"> 100%
	<ul style="list-style-type: none"> PSF3 Cross St (51-60&Town Hall) (Target 55%) (2014: 36%) (2015: 36%) (2016:36%) 		<ul style="list-style-type: none"> 36%
	<p>b) Caldicot</p> <ul style="list-style-type: none"> PSF4 Newport Rd (Target 65%) (2014: 65%) 		<ul style="list-style-type: none"> 65%

	(2015: 65%) (2016: 65%)		
	c) Chepstow • PSF5 High St (Target 75%) (2014: 80%) (2015: 80%) (2016: 80%)		• 80%
	• PSF6 St Mary St (Target 65%) (2014: 65%) (2015: 65%) (2016:65%)		• 69%
	d) Monmouth • PSF7 Monnow St (Target 75%) (2014: 77%) (2015: 76%) (2016:72%)		• 74%
	• PSF8 Church St, Agincourt Sq & Priory St (1-4) (Target 65%) (2014: 57%) (2015: 57%) (2016:62%)		• 65%

Analysis

1. Two applications were permitted for A1 retail development over the monitoring period, one of which was for A1 retail use in Monmouth town centre (change of use from a cafe to A1 clothes retailer 249 sq m). The other was for the proposed demolition of showrooms/workshop buildings (B2/B8) and development of three A1 units with a total floorspace of 449 sq m at an edge of centre location at 33 Brecon Road, Abergavenny. Accordingly, 35.7% of all new retail floorspace was permitted in town/local centres and 64.3% outside town centres, meaning that the trigger for this indicator has been met.

However, the permission for the 3 edge of centre retail units (DC/2016/00245) is in very close proximity to the town centre with the Central Shopping Area overlapping the eastern corner of the site it is therefore considered that it does not conflict with any LDP policies.

In view of the above, there are 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 Wales High Street vacancy rate (13.3% December

2017, Local Data Company). Retail vacancy rates in the County's town centres ranged from 0% in Raglan to 10.1% in Monmouth.

Comparison with last year's vacancy rates indicates that 4 centres have seen a fall in vacancy rates – Abergavenny (8.7% to 6.3%), Caldicot (10.1% to 8.8%), Chepstow (7.1% to 5.9%) and Usk (13.1% to 9.7%) – with Raglan maintaining a vacancy rate of 0%, which suggests that these centres are performing extremely well. Conversely, 2 centres recorded a rise in vacancy rates since the previous monitoring period – Monmouth (4.9% to 10.1%), and Magor (0% to 9.1%). In the case of Magor there are currently two vacant units and due to the small size of the centre this impacts disproportionately on the level of vacancies. In Monmouth the rise in vacancy rates has been across both primary and secondary frontages, and as vacancy rates in the CSA prior to this had seen a downward trend this will need to be looked at carefully in the next AMR.

As none of the County's centres have seen an increase in vacancy rates for 2 consecutive years the trigger for further investigation has not been reached. The fact that vacancy rates are generally low, with all below the Wales rate, indicates that Monmouthshire's town and local centres are functioning effectively. Recent changes to business rates are, however, a cause of concern. The Council will continue to monitor vacancy levels in future AMRs to determine trends.

3. The percentage of A1 retail uses within the towns' primary shopping frontages (PSF) 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 as 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. While there has been no change in the proportion of retail uses within PSF3 since monitoring began, there has been an increase in the proportion of A1 retail uses within PSF8 over the past two monitoring periods, from 57% in 2015 to 62% in 2016, and over the current monitoring period the proportion of A1 uses along the frontage has increased to 65% achieving the identified threshold within this frontage. Despite achieving the identified threshold within PSF8 it remains important that a strong policy stance on proposals for change of use to non-retail uses in both of these frontages is maintained in order to improve and protect their retail offer.

Comparison with last year's figures indicate that the proportion of A1 uses within the towns' primary shopping frontages remained unchanged with the exception of the following:

- PSF1 Cross Street, High Street, Frogmore Street and 1 Nevill Street, Abergavenny recorded a marginal change, down 1% to 75%. This was due to a change of use of an A1 unit to A3 use at 53 Frogmore Street and the overall number of units in the frontage declining by one due to the amalgamation of two A1 units into one A1 unit at 13 -14 Cross Street. Despite this, the proportion of A1 units within this frontage meets the identified target of 75%, although a strong policy stance should be maintained to prevent any further erosion of the retail offer.

- PSF6 St Mary Street, Chepstow recorded an increase in the proportion of A1 uses, up 4% to 69% taking it above the threshold of 65%.
- PSF7 Monnow Street, Monmouth also recorded an increase in the proportion of A1 units over the monitoring period, up 2% to 74%, which is now only marginally below the identified threshold of 75%.
- PSF8 Church Street, Agincourt Square & Priory Street (1-4) Monmouth recorded an increase in the proportion of A1 uses, up 3% to 65% (as set out above).

Overall, 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.

*Two planning permissions granted for retail development over the monitoring period, one in a town centre and one in an edge-of-centre location.

**Monmouthshire Retail Background Paper (June 2018). Base date October 2017.

***Monmouthshire Primary Shopping Frontages SPG, April 2016

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 monitoring period.

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Net employment land supply/development♦	Maintain sufficient employment land to meet identified take-up rate of 1.9 ha per annum <i>(2014-15: 46.8ha)</i> <i>(2015-16: 41.18ha)</i> <i>(2016-17: 40.76ha)</i>	Insufficient employment land available to meet the identified take-up rate of 1.9ha per annum	40.16ha
2. Take-up of employment land♦	Maintain sufficient employment land to meet identified take-up rate of 1.9 ha per annum <i>(2014-15: 0.38ha)</i> <i>(2015-16: 1.131ha)</i> <i>(2016-17: 3.21ha)</i>	Insufficient employment land available to meet the identified take-up rate of 1.9ha per annum	5.002ha
3. Planning permission granted for new development (by type) on allocated employment sites as identified in Policy SAE1♦	No specific target <i>(2014-15: 0)</i> <i>(2015-16: 3)</i> <i>(2016-17: 2)</i>	Lack of development on strategic employment sites identified in Policy SAE1 by the end of 2017	1 planning permission granted

4. Planning permissions granted for employment use (B use classes) by settlement♦♦	No specific target	None	
	Main Towns <i>(2014-15: 9.0ha)</i> <i>(2015-16: 0.95ha)</i> <i>(2016-17: 0.52ha)</i>		0.784ha
	Severnside Settlements <i>(2014-15: 0.39ha)</i> <i>(2015-16: 2.83ha)</i> <i>(2016-17: 0.17ha)</i>		2.004ha
	Rural Secondary Settlements <i>(2014-15: 0.3ha)</i> <i>(2015-16: 0.48ha)</i> <i>(2016-17: 0.01ha)</i>		0ha
	Rural General <i>(2014-15: 0.25ha)</i> <i>(2015-16: 0.22ha)</i> <i>(2016-17: 1.14ha)</i>		0.575ha
5. Planning permissions granted for employment use (B use classes♦♦) by sector*	No specific target	None	
	Manufacturing		0.05ha
	Wholesale & retail trade; repair of motor vehicles and motor cycles		0.47ha
	Transport & storage; information and communication		0.12ha
	Real estate activities; Professional, scientific and technical activities; Administrative and support service activities		0.03ha
	Accommodation & food service activities		0.01ha
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 <i>(2014-15: 0.08ha)</i> <i>(2015-16: 0.56ha)</i> <i>(2016-17: 0.65ha)</i>	Loss of any B1, B2 or B8 employment land in any 1 year	0.12ha

7. Proportion of resident workforce working within Monmouthshire	Increase the proportion of resident workforce working within Monmouthshire <i>(2014: 54.5%)</i> <i>(2015: 58.3%)</i> <i>(2016: 57.9%)</i>	None	58.1%
8. Number of people in-commuting to Monmouthshire◆◆◆ Number of people out-commuting from Monmouthshire◆◆◆	Reduce the level of in-commuting over the plan period <i>(2014: 19,200)</i> <i>(2015: 17,800)</i> <i>(2016: 20,400)</i> Reduce the level of out-commuting over the plan period <i>(2014: 19,600)</i> <i>(2015: 18,700)</i> <i>(2016: 18,700)</i>	None None	17,100 18,500

Analysis

1. There is currently 40.16ha of employment land available across the County. This figure is lower than the previous AMR (40.76ha) accounting for the Care Home development that is currently in progress on the SAE1 allocation at 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. The take-up rate of employment land (i.e. completed developments) equated to 5.002ha over the monitoring period. The majority of this is attributed to take-up on the Strategic Mixed Use allocation at Wonastow Road, Monmouth (3.72ha). Development on the SAE1 identified industrial and business sites accounted for a further 1.13ha. The majority of which related to the Hotel and Costa Coffee at the SAE1d Westgate site (0.92ha). A further 0.21ha was completed at the Beaufort Park, Chepstow SAE1i site, relating to an amended scheme for units 1 – 5 to be utilised by a single occupier for a B1 use. The remainder (0.152ha) related to development on protected employment sites (SAE2). The largest proportion of which (0.07ha) related to the extension of a unit in Severn Bridge Industrial Estate, Caldicot for a B2 use class. Additional development was also undertaken at Newhouse Farm, Chepstow (0.052ha) and Tri-Wall, Monmouth (0.03ha).

The take-up is considerably higher than the previous three AMRs (0.38ha 2014-2015, 1.131ha 2015 -2016 and 3.21 2016 - 2017 respectively). Sufficient employment land is

nonetheless available, a large proportion of which is located in Magor, along the M4 corridor providing a prime opportunity to secure investment.

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. One application was granted planning permission on the allocated sites identified in SAE1 during the monitoring period, this related to SAE1b at Quay Point, Magor. While this related to the erection of a B8 tent warehouse comprising 1221m² gross external floor area, the development was located on an existing keg store and there is subsequently no additional gain.

While there has been limited progress on the delivery of strategic employment sites over the monitoring period, a total of 6 planning permissions have been granted on SAE1 sites since adoption of the LDP, providing evidence of some progress overall. While this may appear low, 4 of the schemes are completed and the remaining 2 are currently under construction. In this respect, the trigger for this indicator has not been met as it relates to the lack of development on strategic employment sites identified in Policy SAE1 by the end of 2017. 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. In addition a full review of the SAE1 allocations will be undertaken as part of the evidence base to inform the Revised LDP.

4. This indicator seeks to monitor the amount of employment floorspace for B use classes permitted by settlement in Monmouthshire. 13 applications were approved for such employment uses during the monitoring period, totalling 3.36 hectares. Of these, 6 permissions were on protected employment sites (SAE2 sites) totalling 0.048 hectares and 4 permissions were on non-allocated employment land totalling 0.555 hectares. The largest area totalling 2.64 hectares related to permissions on two of the Strategic Mixed Use sites at Rockfield Farm, Undy (1.99ha) and Fairfield Mabey, Chepstow (0.65ha). Permission was also granted for a B use on an identified business and industrial site at Magor Brewery (SAE1l), however as noted above this was located on an existing keg store and there is subsequently no additional gain.

The Severnside area accounted for the majority of B use class employment floorspace granted planning permission over the monitoring period, totalling 2.004 hectares. This is predominantly due to the outline permission at the SAH5 Rockfield Farm, Undy site for a B1 use (1.99 hectares). A further 0.007 hectares was permitted in Caldicot (SAE2p) (Change of Use from B1 to B2 to a commercial kitchen for food preparation and catering) and there was also permission for a B1 extension to a workshop at the SAE2q Cheeseman's Industrial Estate in Rogiet (0.007 hectares). The B8 tent warehouse at the SAE1b Quaypoint site is also located in the Severnside area, but does not have any resultant gain in floorspace for the reasons noted above.

Employment permissions (B use class) totalled 0.784 hectares in the County's main towns:

- 0.70 hectares in Chepstow comprising B1 offices and workshops at the SAH3 Fairfield Mabey, Chepstow site [0.65 ha] and B1 extension to a commercial laundry at the SAE2i Bulwark Industrial Estate [0.05ha].
- 0.054 hectares permitted in Abergavenny comprising a new B1 office development at Nantgavenny Lane [0.03ha] and a B2 extension to a factory at the SAE2b site in Lower Monk Street [0.024ha].
- 0.03 hectares in Monmouth consisting of the extension of the production area and reception at the Tri-Wall Europe Factory (SAE2n).

Rural areas accounted for a lesser amount of B use class employment floorspace granted planning permission over the monitoring period, totalling 0.575 hectares. Planning permission was granted for a change of use from a former agriculture building to a B1/B8 use relating to repairs to agricultural machinery along with sale of agricultural supplies (0.46 hectares) at High House Farm, near Raglan. Permission was granted for a tractor, combine and farm machinery storage building at the SAEt Cuckoo's Row site (0.05ha). A further 0.06 was permitted in Whitewall, near Magor for a change of use from agriculture to B8 storage and distribution along with 0.005ha for a B1/B8 use relating to a change of use from a former milking parlour to support an existing LGV & HGV Driver Training School at The Causeway, Undy.

No permissions were granted in the Rural Secondary Settlements over the monitoring period.

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 total amount of B use class employment floorspace permitted during this monitoring period is higher than that recorded in the last AMR (2.76 hectares), however this is predominately due to the permissions at the allocated Strategic Mixed Use sites at Rockfield Farm, Undy and Fairfield Mabey, Chepstow. 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, specifically rural enterprise/diversification schemes as detailed in the analysis for Policy S10.

In addition as detailed in the analysis for Policy S11 (Visitor Economy), 16 applications were approved for tourism uses during the monitoring period, all of which were for tourist accommodation facilities ranging from holiday lets and B&Bs to glamping accommodation in various settlements across the County. These will provide a further boost to the visitor economy in Monmouthshire.

5. This indicator seeks to monitor the amount of employment floorspace for B use classes permitted by sector in Monmouthshire. B1 uses accounted for the majority of such floorspace permitted (2.73 ha), followed by B8 uses (0.11 ha) and B2 uses (0.06 ha). Permission was also granted for two B1/B8 uses at High House Farm, Raglan (0.46ha) and The Causeway, Undy (0.005ha). This contrasts with the previous two AMR's where B8 uses accounted for the majority of employment floorspace permitted.

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

- Wholesale and retail trade; repair of motor vehicles/motorcycles (0.47 hectares)
- Transport and storage; information and communication (0.12 hectares)
- Manufacturing (0.05 hectares)
- Arts, entertainment and recreation; Other service activities (0.05 hectares)
- Real estate activities; Professional, scientific and technical activities; Administrative and support service activities (0.03 hectares)
- Accommodation and food services (0.01 hectares)

While only 2 permissions related to the wholesale/retail trade/ repair of motor vehicles & motor cycles sector this accounted for over half of the employment floorspace permitted over the monitoring period (approximately 56%). The Transport and Storage/Information and Communication sector accounted for the majority of permissions (4 in total) but related to a lesser amount of floorspace permitted (28%).

The manufacturing sector accounted for 2 permissions each (0.05ha), however, this only accounted for 6% of floorspace over the monitoring period. One permission related to the accommodation/food services sector (1% of employment floorspace permitted) and another for Arts, entertainment and recreation/Other service activities (6% of floorspace permitted). The final permission related to real estate activities/professional, scientific and technical activities/administrative and support service activities sector (3% of employment floorspace permitted).

This is in contrast to last year's AMR when the Transport and Storage/Information and Communication Sector accounted for the largest amount of floorspace permitted.

It should be noted that the figures exclude the outline permissions for 1.99ha and 0.65ha B1 use class at the Rockfield Farm, Undy Strategic Mixed Use site (SAH5) and the Fairfield Mabey, Chepstow Strategic Mixed Use Site (SAH2) respectfully, as the sector(s) are currently unknown at present.

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. Comparison with the previous AMR identifies that the top two sectors have swapped places. The data indicates that there was a slight increase in the floorspace permitted for the wholesale/retail trade/ repair of motor vehicles & motor cycles sector, however, the floorspace permitted for the Transport/Storage/Information and Communication Sector reduced significantly. The amount of permissions dropped overall in all sectors, other than Transport/Storage/Information and Communication Sector where there was one additional permission and Arts, entertainment and recreation/Other service activities as there have been no permissions previously in any of the previous 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 the majority of these were in the accommodation and food services sector (2 permissions) with individual permissions in each of the following sectors; arts, entertainment and recreation/other services and public admin & defence; compulsory social security. This demonstrates that other employment generating sectors are coming forward in Monmouthshire.

6. One application relating to the loss of an employment premises to a non-employment use was approved during the monitoring period. The application relates to the demolition of a window and door showroom/workshop at Brecon Road, Abergavenny and redevelopment of the site for 3 retail units with first floor flats above. Although not a protected employment site or an identified business and industrial site the site is utilised for a B2/B8 use. The existing occupier has stated they no longer require a premises of this size but wish to remain in Abergavenny and will move to a more suitable location for their purposes as a result of the redevelopment. Given that the building is no longer suitable for the occupier's purpose and its location immediately adjacent to the Central Shopping Area, the proposed mixed use retail and residential development is considered appropriate in this location. Furthermore, it does not significantly conflict with the objectives of Policy E1, particularly as it would generate additional employment opportunities through its development for retail use. On balance, therefore, the proposal is considered to be acceptable in principle.

As one proposal relating to the loss of B use class employment land was granted permission over the monitoring period, the trigger for this indicator has been met. However, as evidenced, the loss of employment land to non-B use classes on the site is justified within the context and requirements of the overall 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 2017 Welsh Government Commuting Statistics indicate that 58.1% of the County's residents work in the area. This is a slight improvement on last year's figure of 57.9% although still less than the Welsh average of 68.9%. 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 2017 Welsh Government Commuting Statistics, Monmouthshire has a net outward flow of 1400 commuters – with 17,100 commuting into the area to work and 18,500 commuting out. There was significant in-commuting from Newport (3,400), Blaenau Gwent (3,400) and Torfaen (2,800) and from outside Wales (6,300). The main areas for out-commuting were Bristol (4,300), Newport (3,200), Cardiff (2,800) and Torfaen (2,100), with a further 5,400 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 the level of out-commuting has remained relatively constant (18,500) since the last monitoring period, the level of in-commuting has decreased (from 20,400 to 17,100), resulting in a net outflow of commuters. This net outflow of commuters is a pattern that has been experienced in two of the past three monitoring periods. 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.

While the Council can seek to encourage economic development and approve associated planning applications, travel to work patterns are influenced by wider factors such as family ties and property prices which are outside the control of the plan.

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.
7. No action required at present. Continue to monitor.
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 2017-March 2018

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

◆◆◆Data Source: Welsh Government Commuting Statistics 2017 (release date 29 March 2018)

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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Number of rural diversification and rural enterprise schemes* approved	No target <i>(2014-15: 7)</i> <i>(2015-16: 10)</i> <i>(2016-17: 6)</i>	None	8

Analysis

1. A total of 8 applications relating to rural enterprise/diversification were approved during the monitoring period. 4 of the applications were approved for rural enterprise schemes, 2 of which related to existing established businesses. The first related to the erection of an additional dog kennel block to enable the business located in Ponthir to accommodate an additional 6-8 dogs. While this is for new build development it was justified as it related to the extension of an existing business operating within the rural economy. The second permission related to the opening of a public bar at an existing brewery in Penperlleni. The other two schemes related to new businesses. Permission was granted for the partial change of use of a property in Llandewi Skirrid to occasional bed and breakfast accommodation and a yoga retreat. The final scheme related to a new build medical office for a podiatrist on the site of a redundant toilet block in Tintern, which was previously approved as conversion and extension. While this relates to new build development, it utilises a similar footprint and is located in a sustainable location within the village of Tintern.

The remaining 4 schemes related to agricultural diversification, 2 of which related to the same farm in Redbrook to accommodate an agritherapy centre. The first application

related to barn conversions to provide staff accommodation and a dining area, and, the second to the conversion of the farmhouse itself to an agritherapy centre. The majority of the land associated with the farm will remain in agricultural use. Another of the agricultural diversification applications related to the change of use of an agricultural building in Raglan to two uses; an agricultural feed and farming material supplier, and, an agricultural machine/vehicle repair and tyre fitting business. The final application related to the conversion of three outbuildings in St Arvans to holiday accommodation.

There was an increase in the amount of rural diversification and rural enterprise schemes approved over the monitoring period (8 schemes) when compared to the previous AMR (6 schemes). The number of rural diversification and rural enterprise schemes approved since the LDP's adoption (total 31 schemes) suggests that Strategic Policy S10 and the supporting development management policies are operating effectively. The Council will continue to monitor this indicator in future AMRs to determine the effectiveness of this 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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Number of tourism schemes approved <i>(includes extensions/conversions and new build)</i>	No target <i>(2014-15: 17)</i> <i>(2015-16: 10)</i> <i>(2016-17: 24)</i>	None	16 tourism schemes approved*
2. Number of tourism facilities lost through development, change of use or demolition	Minimise the loss of tourism facilities <i>(2014-15: 5)</i> <i>(2015-16: 0)</i> <i>(2016-17: 1)</i>	Loss of any 1 tourism facility in any 1 year	3 tourism facilities lost

Analysis

1. 16 applications were approved for tourism uses during the monitoring period, all of which were for tourist accommodation facilities. These included:

- 7 holiday lets (all conversions) in various settlements**
- 4 changes of use, 2 to bed and breakfast accommodation in Llanddewi Skirrid and Bettws Newydd, 1 to allow for the rental of the property as a part time holiday home in Caldicot and 1 variation of a condition to change a restriction from an annexe to a holiday let and annex in Llantilio Pertholey.
- Glamping accommodation (6 trailer tents at Llanfair Kilgeddin, 6 pods at Llanddewi Skirrid and 5 shepherds huts – 1 at Raglan and 4 at Llandenny)
- Ancillary visitor accommodation to a public house (Llandenny)

Collectively, these provide approx. 109 new bed spaces and will provide a further boost to the visitor accommodation available in Monmouthshire.

The number of tourist accommodation facilities approved over the monitoring period suggests that the relevant Plan policies are operating effectively allowing such developments to take place in Monmouthshire. To provide further clarification on the interpretation and implementation of these policies the Planning Policy Team have adopted two SPGs during the current monitoring period. In response to an increasing number of enquiries regarding new forms of visitor accommodation including yurts, tepees and wooden pods i.e. glamping, SPG has been prepared in relation to sustainable tourism accommodation to provide clarification on the interpretation/implementation of the existing policy framework in relation to such proposals. This SPG was adopted in November 2017.

In addition, to provide clarity on the interpretation of the criteria listed in Policy T2: Visitor Accommodation outside Settlements, SPG has been prepared which provides information on assessing proposals for conversions for rural visitor accommodation. This SPG was also adopted in November 2017.

Comparison with previous AMRs demonstrates that the number of tourism schemes approved during the current monitoring period remains at a positive level. Cumulatively a total of 67 tourism schemes have been approved since the LDP's adoption in February 2014, some 97% of which have been for tourist accommodation, which further indicates that the LDP tourism policy framework is operating effectively to enable such development in the County.

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 have been 3 applications permitted during the monitoring period relating to the loss of a tourism facility. The first application concerned the conversion of a bedroom annex at the Three Salmons Hotel in Usk into residential use. The loss of the annex was justified on the grounds that the main Three Salmons Hotel building is the most popular of the accommodation offering at the hotel, enjoying a healthy occupancy rate. The annex is not popular as guests have to cross a main road to access the accommodation and furthermore the rooms suffer from traffic noise and as a listed building there are restrictions on the type of windows that can be used. Competition from larger hotels such as The Celtic Manor were also shown to be damaging business. This information was reflected in the occupancy rates of the annex element of the hotel. In this respect it was considered that the loss of this part of the hotel accommodation is justified, and the proposal was not considered to conflict with LDP Policy S11.

The second application permitted related to the removal of a holiday let condition at a cottage in Devauden to allow for a permanent residential use. The property was renovated from a redundant cottage (originally a worker's cottage) and granted planning consent for a holiday let 10+ years ago and has been occupied since on a variety of short term and

longer term lets. Whilst small, the let could easily be changed to a permanent dwelling with no additional works involved. It was, therefore, considered to be compliant with relevant LDP policies and as such the change of use was considered to be acceptable in principle. The final application permitted relating to the loss of a tourist facility concerned the former tourist information office in Abergavenny for conversion to provide an A3 restaurant/takeaway/cafe. It was deemed that the tourist information centre was not itself an area of tourism and as the service had moved elsewhere in the town that such a change of use would not be in conflict with the tourism policies within the plan.

While the data collected indicates that visitor accommodation has been lost to alternative uses over the monitoring period and subsequently the trigger for this indicator has been met, the loss is justified within the context and requirements of the LDP policy framework. The Council will continue to monitor such proposals 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.

Of note, one tourist facility was refused planning permission during the current monitoring period⁹. The proposal was for the removal of a condition from the planning permission that would allow the site to remain open all year. Concerns were raised by the Planning Policy Team that this could become more aligned with a residential use and that this would restrict the benefit of the site as a tourist facility. Therefore, in principle the development was deemed contrary to Policy T1 of the LDP. Furthermore, the applicant did not supply sufficient information to allow the LPA to consider whether the removal of the condition would protect, preserve or enhance the wider rural landscape. Consequently there was no justification to override the requirements of criterion (b) of Policy T1 of the LDP and as such the application was considered unacceptable.

Recommendation

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

*All schemes relate to visitor accommodation facilities: self-catering holiday lets [conversions] (9); change of use to bed and breakfast accommodation (2); glamping sites (4); ancillary accommodation to public house (1) - collectively these provide approx. 109 bed spaces.

**Devauden, Penyclawdd, Coed y Paen, St Arvans, Whitebrook and Chepstow.

⁹ DC/2014/01415 Blossom Touring Caravan Park, Llantilio Pertholey.

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

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

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Proportion of development on brownfield land as a percentage of all development permitted <i>(including change of use of land)</i> [excludes householder, conversions and agricultural buildings]	Increase proportion of development on brownfield land <i>(2014-15: 28% /17.3ha)</i> <i>(2015-2016: 16.8%/10.51ha)</i> <i>(2016-17: 51.2% /18.6ha)</i>	No increase in proportion of development on brownfield land for 2 consecutive years	40.18% 21.58ha
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 <i>(2014-15: 1)</i> <i>(2015-16: 0)</i> <i>(2016-17: 0)</i>	Planning permission is granted contrary to TAN15 requirements	1 application granted in Zone C2
3. Number of new developments permitted that incorporate on-site	Increase in the number of new developments permitted	No annual increase	1

renewable energy generation*	incorporating renewable energy generation <i>(2014-15: 2)</i> <i>(2015-2016: 9)</i> <i>(2016-2017: 5)</i>		
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 <i>(2014-2015: N/A)</i> <i>(2015-2016: 4)</i> <i>(2016-2017: 3)</i>	No annual increase	2**

Analysis

1. A total of 53.70 hectares of development was permitted over the monitoring period, 21.58ha of which was located on brownfield sites. This equated to 40.18% of all development (excluding householder, conversions and agricultural buildings) as being permitted on brownfield land. Residential development accounted for the vast majority of brownfield land permitted (20.39 ha / 94.5%). This included the LDP allocated housing site at Fairfield Mabey, Chepstow which accounted for 15.45ha (residential use). The sites at Brookside, Caldicot (0.97 ha), Oakley Way, Caldicot (0.93ha), Hillcrest Road, Wyesham (0.5 ha), the former Red Chillies Restaurant, Five Lanes (0.7 ha) and Ye Olde Tippling Philosopher (0.08ha) were also permitted for residential use. A further 1.76 hectares of brownfield land permitted related to housing plots within existing residential curtilage/garden areas. Permission was also granted for a range of other uses on brownfield land including developments on employment land (0.769ha which incorporates 0.65ha at the Fairfield Mabey site), retail development (0.12 ha), a new learning centre at the Coleg Gwent site (0.24 ha) and numerous community facilities (0.061ha).

The proportion of development permitted on brownfield sites is lower than in the previous AMR monitoring period but is higher than the 2014 – 2015 and 2015 – 2016 monitoring periods. While the proportion of brownfield permissions was lower than the previous monitoring period, the total area (hectares) of brownfield land permitted was at its highest since adoption. The trigger for further investigation relates to no increase in the proportion of development on brownfield land for two consecutive years. Although the proportion of development on brownfield land has decreased marginally from 51.2% in the previous AMR period, it is significantly higher than the period prior to that (16.8%) and as such it is considered that Policy S12 is functioning effectively in this respect. It will nevertheless 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. One application was granted permission within a C2 flood zone over the monitoring period for the redevelopment of a single dwelling site to provide two dwellings in Pwllmeyric. While it was accepted that the proposed use related to a form of highly vulnerable development, it was noted that the site has been subject to engineering works to address the flooding issue in the locality, ensuring the existing and proposed dwellings are in effect taken out of the C2 Flood Zone. NRW were satisfied with the completed flood mitigation works, noting that there would be sufficient flood storage upstream, the development as built would not likely increase flooding elsewhere post development and the site would be flood free in the predicted 1% plus climate change and 0.1% flood events. NRW subsequently did not object to the proposal.

While the trigger for this indicator has been met, the redevelopment of the site is justified in the context and requirements of the LDP policy framework. The Council will continue to monitor this indicator in future AMRs to determine the effectiveness of the policy framework relating to this issue.

3. One application was approved over the monitoring period for on-site renewable energy generation. The scheme related to ground mounted small scale solar power, to support a dwelling and annexe in Lydart.

There has been a considerable decrease in the number of on-site renewable energy schemes permitted over the current monitoring period compared to the previous two years which is believed to be a result of the reduction of Government incentive schemes (Feed in Tariff), particularly for solar energy.

While the trigger for this indicator has been met, it is important to note that collectively a total of 17 schemes incorporating on-site renewable energy have been permitted since the LDP's adoption in 2014 which suggests that Strategic Policy S12 and its supporting policies are operating effectively in respect of the 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. Two schemes incorporating on-site renewable energy generation were completed over the monitoring period. One of the completions related to the small scale domestic solar scheme noted above which was approved over the current monitoring period in Lydart. The other completion related to a biomass scheme to provide heating to a poultry farm in Dingestow.

While there has been a reduction in the number of completions compared to the previous two years and the trigger for this indicate has therefore been met, it should be noted that since the Plan's adoption in 2014, a total of 9 schemes incorporating on-site renewable energy have been completed and are operational. This further indicates that Strategic Policy S12 and its supporting policies are operating effectively in respect of the provision and completion of on-site renewable energy schemes.

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 during the monitoring period.

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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 <i>(2014-15: 26 ha)</i> <i>(2015-16: 44.6 ha)</i> <i>(2016-17: 16.5 ha)</i>	Any loss of non-allocated Greenfield land in any 1 year	8.98ha*
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 <i>(2014-15: 1.47ha)</i> <i>(2015-16: 0.76ha)</i> <i>(2016-17: 0)</i>	Any loss of open space due to development, not allocated in the development plan in any 1 year	0
3. Developments permitted / completed that are within	None adversely affected	Recorded damage or fragmentation of	0

internationally / nationally important nature conservation areas**	(2014-15: N/A) (2015-16: 0) (2016-17: 0)	designated sites / habitats	
4. 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 (2016-17: 1)	1 or 2 developments result in overall harm for 2 consecutive years, or 3 or more developments result in harm in any 1 year	1
5. Number of new developments delivering habitat creation and restoration	Increase number of new developments delivering habitat creation / restoration (2014-15: 1) (2015-16: 1) (2016-17: 0)	None	2

Analysis

1. Over the monitoring period 37 permissions were granted on greenfield land which is not allocated for development in the LDP, totalling 8.98 hectares. This is a substantial reduction from the previous three AMRs when the amount of non-allocated greenfield land permitted was significantly higher (16.5ha in 2016-17; 44.6 hectares in 2015-16 and 26 hectares in 2014-15). The high figure recorded in 2015-16 was predominantly due to the increase in larger scale renewable energy (solar PV arrays) schemes permitted which was justified within the context and requirements of the LDP policy framework and national planning policy. There were no such schemes permitted over the current monitoring period.

Residential development accounted for the majority of non-allocated greenfield land permitted during the current monitoring period, 6.14 hectares (68.4%). These permissions included the Grove Farm departure site in Llanfoist which is permitted for up to 115 dwellings and open space (5.24 hectares) and the Walnut Tree Cottage site in Llangybi permitted for 8 dwellings (0.47 hectares). The Walnut Tree Cottage site while not specifically allocated in the LDP is located within the Llangybi Village Development Boundary. A rural exceptions site in Tintern was also approved for 3 dwellings (0.07 hectares), along with a farmworker's dwelling in Llanvetherine (0.015 hectares). The other residential permissions related to the construction of outbuildings outside existing residential curtilages (3 applications totalling 0.035 hectares) and the change of use of land to Residential Curtilage (4 applications totalling 0.209 hectares). Whilst these permissions

cover just over 6 hectares of non-allocated greenfield land, they were considered acceptable in principle in accordance with the overall LDP policy framework.

The second highest proportion of non-allocated greenfield land lost to development related to 'Horsiculture' activities accounting for 25.3% of all permissions on such land. A total of 11 permissions (2.27 hectares) including riding arenas and stables were granted permission over the monitoring period. These were considered to be an appropriate use of land in rural areas and to comply with the LDP policy framework.

The remaining 0.57 hectares (6.3%) of non-allocated greenfield land permitted over the monitoring period related to a range of uses including a new learning centre at the Usk College Campus (0.14ha), the installation of a pumping station in Sudbrook (0.14ha) and the creation of a car park in Monmouth (0.15ha). The remaining proposals permitted included employment (0.03ha), extensions to existing community facilities (0.03ha), small scale renewable energy (0.01ha), horticulture (0.05), forestry activities (0.01ha) and engineering works (0.01ha) which were again considered to comply 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 (albeit less than recorded in previous AMRs) 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. There were no applications permitted on areas of open space not allocated for development in the LDP over the monitoring period. This suggests that the indicator target and monitoring outcome to protect and minimise the loss of non-allocated open space has been achieved for the second consecutive year. This compares favourably to the first two AMRs where a total of 2.23 hectares (1.47 hectares in 2014-15; 0.76 hectares in 2015-16) of non-allocated open space was lost to development, albeit that this was justified within the context and requirements of the LDP policy framework.

The Council will continue to monitor the amount of non-allocated public open space lost to development in future AMRs to determine the effectiveness of the policy framework relating to this issue.

3. As with the previous three AMRs, there were no developments permitted or completed within internationally / nationally important nature conservation areas during the monitoring period, which suggests 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.

4. One application was granted permission over the monitoring period that will result in a loss of riparian woodland within the River Gavenny SINC boundary due to the positioning of a new electricity terminal tower. The permission relates to the allocated housing site at Deri Farm, Abergavenny (SAH1), the terminal tower is required to allow for the undergrounding of cables on the overall site. A total area of 0.43ha has been lost in order to accommodate the new terminal tower. A £10,000 sum has however been provided to compensate any loss to the SINC and will be utilised for management, habitat creation and landscape planting as required across the Abergavenny area. Additionally, the proposal includes a Green Infrastructure (GI) Management Strategy and offers significant GI opportunities throughout the site through the delivery of strategic green corridors, multifunctional green space, a community orchard and numerous other opportunities that will support biodiversity and habitat enhancement. The loss of part of the SINC is regrettable, it must nevertheless be recognised that this is an allocated site, where development was supported by the LDP and was dependent on the undergrounding of electricity cables (Criteria a) of Policy SAH1 refers specifically).

While one permission has been recorded that may cause harm to the overall nature conservation value of a locally designated site, it is notable that the development of this site will provide benefits to the overall community and will support biodiversity and habitat enhancement on a wider area due to the compensation sum. This coupled with the single application last year suggests the trigger for this indicator has been met. The loss is nonetheless justified within the context and requirements of the LDP policy framework as evidenced above. This indicates that the policy framework relating to nature conservation is functioning effectively in protecting the nature value of locally designated sites. The Council will continue to monitor permissions and completions within these nature conservation sites to determine the effectiveness of the policy framework relating to this matter.

5. Two applications were permitted over the monitoring period that will deliver habitat creation and restoration. Both applications related to the construction of wildlife ponds. One of the applications will provide three ponds and an orchard outside a residential curtilage in an area that was previously forestry (felled prior to the application) in Penallt. Despite the site's location in the Wye Valley Area of Outstanding Natural Beauty it was considered the proposed development would enhance wildlife at the site with the construction of the ponds and the planting of flora and fauna and would have an acceptable impact on wildlife interests. The other application relates to a single pond in a garden associated with a Barn Conversion in Pen-Yr-Heol. While the pond covers a large surface area it was considered the proposal would not appear visually intrusive in the wider rural context due to existing mature hedgerows at the site.

It is likely other schemes approved over the monitoring period will also 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.

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.

*Additional 22.54ha greenfield land relates to allocated sites SAH1, SAH5 and SAH11(ix)(b) and is therefore excluded.

**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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Amount of waste management capacity permitted expressed as a percentage of the total capacity required as identified in the Regional Waste Plan	<p>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</p> <p><i>(2014-15: 1.49ha permitted; 32.5ha potential waste management sites)</i></p> <p><i>(2015-16: 0.24ha permitted; 26.86ha potential waste management sites)</i></p> <p><i>(2016-17: 0ha permitted; 26.26ha potential waste management sites)</i></p>	Amount of B2 employment land falls below 5.6 ha	<p>Waste capacity permitted 0ha</p> <p>Identified potential waste management sites 26.26ha</p>

Analysis

1. There were no permissions for waste management capacity during the monitoring period. Additionally there was no take up of B2 land over the monitoring period. The amount of land available for potential waste management sites (i.e. B2 employment sites and existing waste disposal or management sites) remains the same as the previous AMR at 26.26ha. 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

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

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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 <i>(2014-15: 0)</i> <i>(2015-16: 0)</i> <i>(2016-17: 0)</i>	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 <i>(2014-15: 0)</i> <i>(2015-16: 0)</i> <i>(2016-17: 0)</i>	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 <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
1. Number of improvements to transport secured through S106 agreements	No target <i>(2014-15: 3)</i> <i>(2015-16: 3)</i> <i>(2016-17: 2)</i>	None	4 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			
<p>1. The following transport and pedestrian improvements have been secured through S106 agreements over the monitoring period:</p> <ul style="list-style-type: none"> • Deri Farm, Abergavenny SAH1 Payment towards footpath links (£60,000). Payment towards a public transport service to serve the site (£40,000). 			

- Rockfield Farm, Undy SAH5
Payment towards public transport to develop the existing bus service (£175,000). Contribution towards the Magor/Undy to Rogiet footpath (£70,000). Payment towards the Magor Rail Station project (£200,000).
- Land at Grove Farm, Llanfoist
Payment toward improving or extending local bus service provision in and between Llanfoist and Abergavenny (£100,000).
- Walnut Tree Cottage, Llangybi
Payment towards improving safety and implementing traffic management improvements in the vicinity of the site (£10,000).

As indicated above, there have been a number of transport and pedestrian improvements secured via S106 agreements during the monitoring period. Two of the S106 agreements relate to allocated LDP sites at Deri Farm, Abergavenny (SAH1) and Rockfield Farm, Undy (SAH5). The third S106 agreement relates to the site at Grove Farm, Llanfoist and the fourth to a small windfall site at Walnut Tree Cottage in Llangybi. 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 progress with numerous allocated LDP sites has been slower than anticipated, a relatively small number of S106 transport improvements were secured on these sites during the first three monitoring periods (total of 5 out of the 8 agreements related to allocated sites). However, in the fourth monitoring period an additional two strategic sites received planning permission, thereby increasing the number of transport/pedestrian improvements secured through S106 agreements. Such improvements will further increase as the remaining the LDP site allocations progress and as contributions are secured through departure applications. 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 MCC's 2015 Local Transport Plan (LTP) as "Abergavenny rail station access & interchange improvements". It is also expected to be included in the upcoming Cardiff Capital Region (CCR) Regional Transport Strategy (RTS) later in 2018. The new Wales & Border franchise commits the operator to invest in Abergavenny Station "from 2023", including making it a "...key Disability Wales pilot station for accessibility and inclusive design". The franchise bid included proposals for a new accessible bus interchange to enable TrawsCymru and other bus services to call at the station, and a significant expansion in better quality cycle storage. Discussions to take

this forward will commence in August 2018. In March 2018 MCC was granted £530k for further development of the Abergavenny and Chepstow bus-rail interchanges.

The new Abergavenny Active Travel Integrated Network Map (INM, i.e. map of future walking & cycling networks) also includes two routes to the station, and some of these will be further developed in 2018/19.

Chepstow Rail Station and Bus Station Interchange: Scheme included in MCC's 2015 LTP as "Chepstow rail station access & interchange improvements". It is also expected to be included in the upcoming CCR RTS later in 2018. The new Wales & Border franchise commits the operator to Invest in Chepstow "from 2025", including "...facilities for tourists and coach/bus interchange". The franchise bid included proposals for the station being made fully accessible for passengers with reduced mobility, a park and ride extension and a new bus interchange at the station forecourt, and discussions to take this forward will commence in August 2018. In March 2018 MCC was granted £530k for further development of the Chepstow and Abergavenny bus-rail interchanges.

The new Chepstow Active Travel INM also includes two routes to the station, and some these will be further developed in 2018/19.

Severn Tunnel Junction (STJ) Interchange: Scheme included in MCC's 2015 LTP as "Severn Tunnel Junction rail station access & interchange improvements". It is also expected that STJ park and ride extension will be included in the upcoming CCR RTS later in 2018. A new accessible footbridge, new ticket office and new northern car park extension were completed in spring 2016. The new Wales & border franchise bid included proposals for a park and ride extension and improved facilities for buses to serve the station. A new (south-side) park and ride extension is currently being developed, with the aim to have it ready for delivery in 2019/20.

The new Caldicot/Magor Active Travel INMs also includes three routes to the station and these will be further developed in 2018/19.

In March 2018 MCC was granted £40k towards improving walking & cycling access along Station Road and station approach.

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 the remaining elements reviewed as part of the Monmouth INM. The new INM has been accepted by the Welsh Government, and MCC is currently developing further a number of the INMs priority proposals.

Overall, there has been limited progress towards the delivery of the LTP schemes detailed in Policy MV10 over the current monitoring period. However as indicated above a number of interchange / station projects will be included in the CCR RTS later in 2018. Others are

included in the new Wales & Borders franchise and funding has been received to develop these further. Furthermore all MCC INMs have been accepted by the Welsh Government, and MCC has received funding to further develop a number of the priority proposals. Further progress on the LTP schemes will be reported in future AMRs.

Although not specifically identified in Policy MV10, the LTP identifies a number of additional transport schemes in Monmouthshire which are programmed for delivery over the 2015-2020 period and will also be monitored through the AMR process as appropriate. One such scheme is the Magor and Undy new walkway rail station. MCC's Transport Section has advised that work has commenced on Network Rail's Governance for Railway Investment Projects (GRIP) process in relation to the proposed station, with GRIP1 (Output definition) and GRIP2 (Feasibility) completed with work ongoing on GRIP3 (Option Selection). Current timescales anticipate that the scheme will be delivered by 2022/23.

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.

**A public local inquiry into the M4 corridor enhancement scheme started on 28 February 2017 and was formally closed in April 2018, the Inspector has not yet published the findings.

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

TAN 24 The Historic Environment was published during the current monitoring period to complement the provisions contained in the Historic Environment (Wales) Act 2016 and Planning Policy Wales Chapter 6: The Historic Environment. It replaces Welsh Office Circulars 60/96 Planning and the Historic Environment: Archaeology, 61/96 Planning and the Historic Environment: Historic Buildings and Conservation Areas and 1/98 Planning and the Historic Environment: Directions by the Secretary of State for Wales. The TAN provides further information and detailed planning guidance to fully reflect how the historic environment should be considered through the planning process. In particular it focuses on the preparation of locally distinctive LDP policies and adds new guidance in relation to the accompanying Strategic Environmental Assessment. It also provides guidance on the SPG that may be used to deliver these policies. New advice is also included on the treatment of World Heritage Sites in the planning process and it builds on the existing requirement to take into account the register of historic parks and gardens and the register of historic landscapes when preparing development plans. This new advice does not result in a requirement to make modifications to current LDP policies, however, it will be taken into account in the LDP revision process.

Indicator	Target <i>(Previous AMR Performance)</i>	Trigger for Further Investigation	Performance 1 April 2017 – 31 March 2018
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 monuments and conservation areas	No adverse impact on the historic environment	Any development adversely affects the historic environment	Refer to analysis (4) below
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 <i>(2014-15: none)</i> <i>(2015-16: none)</i> <i>(2016-17: none)</i>	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	2015	2016	2017
Listed Buildings	2146	2153	2153	2152
Scheduled Ancient Monuments	169	164	164	164
Historic Parks and Gardens	44	45	45	45
Archaeologically Sensitive Areas	10	10	10	10
Landscapes of Outstanding Historic Interest	3	3	3	3

One Listed Building was delisted over the monitoring period taking the total number across Monmouthshire to 2152, however, this was not as a result of any development permitted over the monitoring period. There were subsequently no applications that resulted in losses to the number of listed buildings over the monitoring period.

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 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. No Conservation Area Appraisals were adopted as Supplementary Planning Guidance during the monitoring period. A total of 19 Conservation Area Appraisals have however been adopted and the target of 100% of identified draft Conservation Area Appraisals by 2016 was therefore met in the 2015 - 2016 monitoring period.

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

3. The 2018 Members of Planning Committee design tour considered a total of 7 applications that were approved under the LDP. Three of the applications related to new build residential development; the allocated site at Wonastow Road, Monmouth (SAH4) mixed use development for 340 dwellings (102 affordable and 238 market) and 6.5ha employment; 6 affordable flats adjacent Park Crescent, Abergavenny and 44 dwellings at The Hill, Abergavenny (12 affordable units and 32 market).

Members reacted positively to all of the residential developments and no major concerns were made. Members were particularly pleased with the standard of construction work at The Hill. Regarding the Siltbuster unit on the employment land allocation at the Wonastow Road site Members considered the scheme to be of a good quality, individual design that sat well in its edge of town location.

A replacement dwelling was also considered at Quarry Road, Star Hill. The design of the scheme was well received by Members, they were particularly pleased with the space internally. The use of materials which incorporated timber cladding and a green roof resulted in a building that is very discreet and sits appropriately in this location in the Wye Valley Area of Outstanding Natural Beauty. In addition to this a householder application for an extension was considered in Llanvair Discoed, Members were satisfied the extension was a good design in the village setting with no harmful overlooking from the first floor windows.

A Council owned ground mounted PV solar park at Oak Grove Farm, Crick was also visited which generates up to 5MW of electricity for the grid. It was noted that it is discreetly located on rolling farmland largely screened by woodland to the north, west and to some degree the southern boundary. Members noted that some hedgerow landscaping had not yet been implemented and would subsequently need to follow in the next planting season.

The final scheme related to the construction of the Morrison's Supermarket at the former cattle market site in Abergavenny which has been a controversial project. The building is a

modern supermarket in a prominent position adjacent to the Conservation Area. The building is contemporary in form and in the use of materials, including off white steel panels on the walls and a large expanse of flat roof. It can be widely viewed on three sides. The majority of Members were positive about the Core-ten trees on the side elevation as they added interest to the long and prominent side elevation, although some were critical of their implementation and felt they were poorly executed.

The Council will continue to monitor this issue closely in future AMRs to determine the effectiveness of the policy framework relating to design.

4. The 2018 design tour did not consider any Listed Building applications approved under the LDP. 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 Heritage Management 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 2016-2017 Annual Monitoring Report and outlines the reasoning.
- 6.2 As noted above indicators may have been amended since the previous monitoring period, 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 fourth SA monitoring since the adoption of the LDP it is compared to the previous three AMRs and allows for emerging trends. 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 (+)(includes residential, employment, retail and</i> 	<ol style="list-style-type: none"> 1. 21.9km** 2. 16.7%** 3. 58.1%**** 4. Main Towns: 71.3%, Severnside: 5.4%, RSS: 12.2%, Rural General: 11.1% 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 58.1% of the Monmouthshire workforce remaining in their own area for work. This figure has increased marginally by 0.2% since the previous AMR. 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 dwelling completions over the monitoring period equating to 71.3% of the overall figure. The Rural Secondary Settlements provided 12.2% and the Rural General which incorporates figures from the Main Villages provided 11.1%. For the third year the Severnside Settlements accounted for the least amount of completions accounting for a total of 5.4% over the monitoring period, this was a considerable decrease from 19.3% in the previous monitoring period. The Policy Analysis in Section 5 relating to the Spatial Strategy provides full analysis of this indicator.</p> <p>5. Of the 15 applicable schemes, 8 related to residential uses, 2 related to employment, 2 to agriculture, 2 to utilities and the final scheme to retail development (Morrison’s, Abergavenny). All of the schemes are located within a 10 minute walk of a frequent and regular bus service which is an improvement on the 87% in the previous AMR.</p>

Headline	Objective	SA Indicators	Data	Commentary
		<i>leisure permissions only)</i>		Continue to monitor SA objective.
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 (SAH1 – SAH10) 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 per year over 5 Year Period (2017 base date) 2. 84 3. 195 4. 4 granted permission, densities of 29, 35, 56 & 33 5. 966 dwellings permitted, 89 completed 6. 0 completed 7. See table in commentary section 8. 3.9 Years 	<p>1. The draft Local Housing Market Assessment (LHMA) 2017 -2022 (July 2018). 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 is the same as the 2015-2016 & 2016 - 2017 AMR the breakdown of tenures is different. The social rent need is 104.83 per year, Low Cost Home Ownership is 273.20 per year and Intermediate Rent is 96.73 per year. The low cost homeownership need will be addressed in a variety of ways in addition to new build housing negotiated by the Council. The government's Help to Buy and Rent to Own schemes as well as LCHO resales will have a substantial role to play. As stated above this figure should not be taken as an annual target, it does however provide 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 84 affordable home completions and 195 market dwelling completions over the monitoring period. Of the 4 allocated sites granted permission (SAH1 to SAH10) two exceeded the target density and the other two met the required density. The (Fairfield Mabey Site SAH3) had a density of 56 dwellings per hectare (dpha) which is considerably higher than the site's target density of 37 dpha as set out in the LDP. The Main Village site at Llanishen will provide 35 dpha rather than the 30 dpha required in the LDP, this is due to an increase in numbers on site to 8 units rather than 5. The remaining two sites at Rockfield Farm, Undy (33 dpha) and Deri Farm (29 dpha) both</p>

Headline	Objective	SA Indicators	Data	Commentary															
				<p>met their target densities. There has been a substantial increase on the number of dwellings permitted on strategic sites over the monitoring period (966 permissions 2017 – 2018) since the previous AMR (212 permissions 2016 – 2017). There has also been an increase in completions on strategic sites over the monitoring period (89 completions 2017 - 2018) compared to the previous AMR (21 completions 2016 – 2017). The majority of completions (87) relate to the SAH4 Wonastow Road site, the remaining 2 relate to SAH7 Sudbrook Paper Mill.</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 previous three AMRs has progressed further but is not yet completed. A further site for 3 units was also granted permission in Tintern but has not yet commenced.</p> <p>7. The table below provides a breakdown of the 195 dwellings completions, in comparison with the settlement hierarchy set out in Policy S2. The Policy Analysis in Section 5 relating to the Spatial Strategy provides a full analysis of this indicator.</p> <table border="1" data-bbox="1200 999 1895 1214"> <thead> <tr> <th></th> <th>2017 – 2018</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Main Towns</td> <td>71.3%</td> <td>41%</td> </tr> <tr> <td>Sevenside</td> <td>5.4%</td> <td>33%</td> </tr> <tr> <td>Rural Secondary</td> <td>12.2%</td> <td>10%</td> </tr> <tr> <td>Rural General</td> <td>11.1%</td> <td>16%</td> </tr> </tbody> </table> <p>8. The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2017-2018 period demonstrates that based on the residual method the County had 3.9 year housing land supply. The Policy Analysis in</p>		2017 – 2018	Target	Main Towns	71.3%	41%	Sevenside	5.4%	33%	Rural Secondary	12.2%	10%	Rural General	11.1%	16%
	2017 – 2018	Target																	
Main Towns	71.3%	41%																	
Sevenside	5.4%	33%																	
Rural Secondary	12.2%	10%																	
Rural General	11.1%	16%																	

Headline	Objective	SA Indicators	Data	Commentary
				Section 5 relating to Strategic Policy S2 provides a full analysis of this indicator. Continue to monitor SA objective.
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. 0 ha.	1. No additional open space was approved as a result of planning permissions over the monitoring period. This data is collected from the Development Management statutory returns and excludes any outline applications or applications awaiting the signing of S106 agreements. While they do not contribute to the current monitoring period it is likely that the major outline developments approved over the monitoring period will come forward in the next AMR resulting in an increased figure. Continue to monitor SA objective.
Community	To support and promote the distinctive character of local communities and community cohesion	1. Number of community and recreation facilities granted planning permission (+) 2. Amount of community and recreation facilities lost to other uses. 3. Amount of public open space / playing fields lost to development which is not allocated in the development plan	1. 10 2. 2 3. 0 ha	1. Over the monitoring period a total of 10 facilities were granted planning permission as either community or recreation facilities. Of which 3 were for recreation uses (expansion of existing uses) and 7 for community facilities (4 of which were extensions to existing community facilities). There was an increase in the number of community / recreation facilities approved over the monitoring period (10 facilities) when compared to the previous AMR (4 facilities). This is in accordance with the desired direction of change. For further detail refer to the Policy Analysis in Section 5 relating to Community and Recreation Facilities. 2. There has been a loss of 2 community facilities over the period monitored. Both applications of which related to residential redevelopment. While the data collected indicates that two community facilities have been lost to alternative uses over the monitoring period, their loss is justified within the context and requirements of the LDP

Headline	Objective	SA Indicators	Data	Commentary
				<p>policy framework. For further detail refer to the Policy Analysis in Section 5 relating to Community and Recreation Facilities.</p> <p>3. No permissions were granted on playing fields or any other areas of open space for development that is not allocated in the LDP. 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 / nationally important nature conservation areas.</p>	<p>1. 1 application</p> <p>2. 2</p> <p>3. Approximately 0.098ha ancient woodland potentially lost to development</p> <p>4. 0</p>	<p>1. One application was granted over the monitoring period that will result in the loss of a riparian woodland within the River Gavenny SINC, this is however necessary in order to relocate an electric terminal tower to allow the SAH1 Deri Farm strategic site to be developed. The loss is subsequently justified within the context and requirements of the LDP policy framework. For further detail refer to the Policy Analysis in Section 5 relating to Landscape, Green Infrastructure and Natural Environment. The 2016 – 2017 AMR also reported one permission, the desired direction of change has therefore not been met however importantly it has not worsened.</p> <p>2. Two developments were permitted specifically to deliver habitat creation and restoration during the monitoring period. Both applications related to the construction of wildlife pond, for further detail refer to the Policy Analysis in Section 5 relating to Landscape, Green Infrastructure and Natural Environment</p> <p>3. A very small proportion of ancient woodland could be lost as a result of developments approved over the monitoring period. This related to a total of two permissions, the first was a retrospective application relating to the clearance of woodland and creation of a track, and the second clearance to allow for the extension of residential curtilage. In both instances replanting has been conditioned accordingly. The</p>

Headline	Objective	SA Indicators	Data	Commentary
				<p>previous AMR reported 0.025ha which is lower than the current monitoring period, the desired direction of change has therefore not been met, this indicator will be monitored closely in the next AMR.</p> <p>4. There were no developments permitted or completed within internationally / nationally important nature conservation areas during the 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>
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. 1 tree protected by TPOs lost.	<p>1. 1 tree that was part of a Tree Preservation Order woodland was lost to development over the monitoring period. The loss of this tree was necessary in order for a dangerous unstable listed wall to be dismantled and repaired. There was an overall decrease in the number of TPO trees lost over the monitoring period when compared to the previous AMR (20 trees). This is in accordance with the desired direction of change.</p> <p>Continue to monitor SA objective.</p>
Built Environment	To maintain and enhance the built environment for both its visual character and distinctiveness and to create a better living environment.	<p>1. Planning permission granted for renewable and low carbon energy development.</p> <p>2. Number of new developments completed that incorporate on-site renewable energy</p>	<p>1. 1</p> <p>2. 2</p> <p>3. N/A</p>	<p>1. One application was approved over the monitoring period for on-site renewable energy generation. This related to ground mounted small scale solar development. This compares to a total of five schemes in the previous AMR. For further detail refer to the Policy Analysis in Section 5 on Efficient Resource Use and Flood Risk.</p> <p>2. Two renewable energy schemes were completed over the monitoring period and are now in operation. One of the completions related to the small scale domestic solar scheme and the other to a</p>

Headline	Objective	SA Indicators	Data	Commentary
		<p>generation. (i.e. permissions following LDP adoption that have been completed over the 2017-2018 monitoring period)</p> <p>3. Sample of planning applications granted for developments with the potential for significant design / environmental implications.</p>		<p>biomass scheme to provide heating to a poultry farm. For further detail refer to the Policy Analysis in Section 5 on Efficient Resource Use and Flood Risk.</p> <p>3. The 2018 Members of Planning Committee design tour considered a total of 7 applications that were approved under the LDP. Members reacted positively in the main to the developments and no major concerns were made. 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</p>	<p>1. Listed Buildings: 2152, 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</p>	<p>1. One listed building was delisted by Cadw over the monitoring period. There were no other 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. The 2018 design tour did not consider any Listed Building 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
		with an up-to-date character appraisal	Area character appraisals.	
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 2017. This related to Hardwick Hill in Chepstow, the same location as the previous two years. For the third year running there was no exceedance in Usk. There were also no exceedances in Llanfoist or Monmouth. Monitoring tubes are positioned in Chepstow, Llanfoist, Monmouth and Usk as these are the areas identified as having air quality issues. The location where air quality exceeds objective levels remains unchanged over the monitoring period, the environmental health team continue to monitor this closely and are investigating a number of ways to reduce this level. While there has been no improvement it is encouraging that there are no additional locations that exceed objective levels of air quality, the indicator will continue to be monitored in future AMRs.</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,	1. % of rivers reaching 'good' water quality status (+)	<ol style="list-style-type: none"> 1. 32%*** 2. 10 of 15 	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

Headline	Objective	SA Indicators	Data	Commentary
	surface and coastal waters	2. Proportion of allocated sites and all other developments of over 10 dwellings/1ha that incorporate SUDS (+)		<p>status'. Of the rivers assessed across Monmouthshire, 32% were considered to have obtained 'good' status in 2015. NRW no longer produce an annual classification and the figures subsequently remain the same as the previous two monitoring periods.</p> <p>2. Of the fifteen applicable applications permitted, eight related to residential schemes, two to agricultural uses, two to utility companies and the remaining three to individual retail, employment and renewable uses. Seven of the residential schemes incorporated SUDS ranging from sustainable infiltration methods, swales and soakaways to attenuation ponds for surface water drainage. Both of the agricultural proposals and the renewable energy scheme incorporated SUDS into their respective developments. One of the utility applications incorporated an attenuation pond, however, it is unclear from the application documents whether the other scheme had any measures in place. The remaining 4 schemes did not include any proposals to incorporate SUDS although it is noted one scheme will utilise an existing drainage system. While SUDS were not fully incorporated into all major developments over the monitoring period, the lack of SUDS appears to be justified in many of the cases and the reasoning behind the lack of SUDS is recognised within some of the application details and officers' reports. The number of major developments permitted has decreased since the previous monitoring period where there were 20 such schemes permitted. The proportion of schemes that incorporate SUDS has nevertheless increased to 67% since the previous monitoring period (2016-2017 25%), this indicator will nevertheless be monitored closely in the next AMR.</p> <p>Continue to monitor SA objective.</p>
Water supply	To maintain the quantity of water	1. Proportion of groundwater bodies	1. 100%***	1. Monmouthshire sits within three groundwater bodies, the Usk Devonian Old Red Sandstone (ORS), Wye Secondary Devonian ORS and

Headline	Objective	SA Indicators	Data	Commentary
	available including potable water supplies, and ground water and river levels	reaching 'good' quantity status (+)		<p>Usk and Wye southern Carboniferous Limestone. All three groundwater bodies had good status for quantity over the 2015 monitoring period. NRW no longer produce an annual classification and the figures subsequently remain the same as the previous two monitoring periods.</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>3. Instances where rivers experienced summer low flow (-)</p>	<p>1. 1 2. 10 of 15 3. 0***</p>	<p>1. One application was granted planning permission contrary to TAN15 requirements in Zone C2 floodplain over the monitoring period. The proposal was nevertheless justified and NRW were satisfied with the completed flood mitigation works and did not object to the proposal, for further details in relation to this matter refer to the Efficient Resource Use and Flood Risk Policy Analysis in Section 5 of the AMR.</p> <p>2. Of the fifteen applicable applications permitted, eight related to residential schemes, two to agricultural uses, two to utility companies and the remaining three to individual retail, employment and renewable uses. Seven of the residential schemes incorporated SUDS ranging from sustainable infiltration methods, swales and soakaways to attenuation ponds for surface water drainage. Both of the agricultural proposals and the renewable energy scheme incorporated SUDS into their respective developments. One of the utility applications incorporated an attenuation pond, however, it is unclear from the application documents whether the other scheme had any measures in place. The remaining 4 schemes did not include any proposals to incorporate SUDS although it is noted one scheme will utilise an existing drainage system. While SUDS were not fully incorporated into all major developments over the monitoring period, the lack of SUDS appears to be justified in many of the cases and the reasoning behind the lack of SUDS is recognised within some of the application details and officers' reports. The number of major developments permitted has decreased since the previous monitoring period where there were 20 such</p>

Headline	Objective	SA Indicators	Data	Commentary
				<p>schemes permitted. The proportion of schemes that incorporate SUDS has nevertheless increased to 67% since the previous monitoring period (2016-2017 25%), this indicator will nevertheless be monitored closely in the next AMR.</p> <p>3. There are three key river monitoring stations in Monmouthshire positioned on the River Usk, River Wye and River Monnow. None of the Gauging Stations recorded flows below the 95th percentile over the monitoring period. NRW note flows of each river are below Q95 on average for around 18 days per year, any additional days above this provides a typical indicator of summer low flows. No days of low flow were recorded over this monitoring period on the three rivers in Monmouthshire. For the past four years the rivers have not recorded summer low flow as they have all been consistently below the 18 days and there has subsequently been no summer low flow since LDP adoption.</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 collections being</p>	<p>1. 0 2. 62.99%**** 3. 0ha permitted 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. This is in line with the previous monitoring period.</p> <p>2. The latest data published is for the 2016 – 2017 period which suggests 62.99% of Monmouthshire's total household waste was recycled or composted (based on municipal waste collected/generated as per the indicator). This has decreased marginally since the previous AMR which indicated 64.1% was recycled or composted. This indicator will continue to be monitored in future AMRs.</p>

Headline	Objective	SA Indicators	Data	Commentary
		<p><i>recycled and composted (+)</i></p> <p>3. Amount of waste management capacity permitted expressed as a percentage of the total capacity required as 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>3. There were no permissions for waste management capacity during the monitoring period. For further information refer to the Policy Analysis in Section 5 relating to Waste.</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. <i>Proportion of development permitted on greenfield land as a percentage of all development excluding householder, conversions and agricultural buildings (nc or -)</i></p> <p>2. <i>Amount of Greenfield land lost to development which is not allocated in the development plan</i></p>	<p>1. 59.8%</p> <p>2. 8.98ha</p> <p>3. 29.1dpha</p> <p>4. 2.8ha (potentially lost)</p>	<p>1. A total of 53.70 hectares of development was permitted over the monitoring period, 32.12ha of which was located on greenfield sites. This equated to 59.8% of all development (excluding householder, conversions and agricultural buildings) as being permitted on greenfield land. Permissions on allocated sites at Deri Farm, Abergavenny (SAH1), Rockfield Farm, Undy (SAH5) and Land to the rear of the Carpenters Arms, Llanishen accounted for a significant proportion of development on greenfield land totalling 23.13ha (74.3% of all greenfield development). While there has been a rise in the amount of greenfield land permitted for development since the previous monitoring period it is justified in the overall LDP policy framework.</p> <p>2. Over the monitoring period 37 permissions were granted on greenfield land not allocated for development in the LDP, totalling 8.98</p>

Headline	Objective	SA Indicators	Data	Commentary
		<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>hectares (16.7% of all development). This compares favourably to the previous three AMRs when the amount of non-allocated greenfield land permitted was significantly higher (16.5 hectares 2016 – 2017, 44.6 hectares in 2015 – 2016 and 26 hectares in 2014 - 2015). 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 29.1 dwellings per hectare. This figure is higher than the previous three AMRs which related to a total of 23.5 (2016 – 2017) 22 (2015-2016) and 21 (2014-2015) dwellings per hectare, indicating a gain from the previous three monitoring periods and therefore positive progress. Furthermore while the figure is slightly lower than the LDP target of 30 dwellings per hectare, only 7 applications for sites of over 10 were granted permission over the monitoring period.</p> <p>4. Approximately 2.8ha of agricultural land at Grade 3a and better has potentially been lost to major development over the monitoring period. This relates to the Grove Farm site in Llanfoist which has outline planning permission for 115 dwellings. The planning application was approved by Planning Committee prior to the formal publication of predictive Agricultural Land Classification Maps by the Welsh Government in November 2017. An agricultural land assessment was not undertaken for the site as the value was not known at that time.</p> <p>Continue to monitor SA objective.</p>
Energy	To secure energy efficiency improvements in all new buildings and encourage	1. Number of new developments completed that incorporate on-site renewable energy	1. 2	1. Two renewable energy schemes were completed over the monitoring period and are now in operation. One of the completions related to the small scale domestic solar scheme and the other to a biomass scheme to provide heating to a poultry farm. For further detail

Headline	Objective	SA Indicators	Data	Commentary
	energy generation from renewable sources.	generation. (i.e. permissions following LDP adoption that have been completed over the 2017-2018 monitoring period)		refer to the Policy Analysis in Section 5 on Efficient Resource Use and Flood Risk. Continue to monitor SA objective.
Employment	Provide a range of jobs within Monmouthshire that help meet the needs of the resident workforce	1. Net employment land supply/ development and take-up of employment land (+) 2. Amount of employment land lost to non-employment uses 3. Proportion of resident workforce working in Monmouthshire (+) 4. Average travel to work distance (-) 5. Percentage of vacant units within CSA of each town and local centre	1. Supply 40.16ha, Take-up 5.002ha 2. 0.12ha 3. 58.1%***** 4. 21.9km** 5. Abergavenny: 6.3%, Caldicot:8.8%, Chepstow: 5.9%, Monmouth: 10.1%, Magor: 9.1%, Raglan: 0%, Usk: 9.7%	1. The Employment Land Background Paper identified 40.16ha of employment land available across the County, the supply relates to SAE1 Identified Industrial and Business Sites only. Sufficient land remains available, the take-up rate of employment land related to 5.002ha over the monitoring period. The take-up ¹⁰ is higher than the previous three AMRs (0.38ha 2014-2015, 1.131ha 2015 -2016 and 3.21ha 2016 - 2017) and is consequently a very positive progression. For further information refer to the Economy and Enterprise Policy Analysis in Section 5. 2. One application involving the loss of B use class employment land was approved during the monitoring period (0.12 hectares). The permission related to the redevelopment of an existing showroom/workshop (B2/B8 use) to a mixed retail/residential development on an unallocated site. It is recognised that the retail development will generate employment opportunities. The loss of the employment land is 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. 3. The Welsh Government travel to work statistics identify 58.1% of the Monmouthshire workforce remaining in their own area for work. This figure has increased marginally by 0.2% since the previous AMR. However, these figures should not be given too much weight as the

¹⁰ Employment land take-up relates to SAE1 Identified Industrial and Business Sites, SAE2 Protected Employment Sites and Mixed Use Sites.

Headline	Objective	SA Indicators	Data	Commentary												
				<p>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 Welsh vacancy rate (13.3% December 2017, Local Data Company). Usk previously recorded a higher rate (13.1% 2016-2017) than the UK vacancy rate (12.2% December 2016, Local Data Company) however this has reduced over the current monitoring period. For full details refer to the Retail Policy Analysis in Section 5.</p> <p>Continue to monitor SA objective.</p>												
Wealth creation	Raise prosperity and quality of life by developing a more self-sustaining local economy encouraging indigenous growth	<p>1. <i>Range of SAE1/SAE2/Identified Mixed Use Sites available, distribution and size</i></p> <p>2. Planning permissions granted for employment use by settlement</p> <p>3. Planning permissions granted for employment use by sector</p>	<p>1. See table in commentary section</p> <p>2. Main Towns: 0.784ha, Severnside: 2.124ha, RSS: 0ha, Rural General: 0.575ha</p> <p>3. See table in commentary section</p> <p>4. 58.1%*****</p> <p>5. 17,100*****</p>	<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. There has been one change since the previous monitoring period which relates to the commencement of development of a care home (0.6ha) at Westgate, Llanfoist (SAE1d).</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> </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
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													

Headline	Objective	SA Indicators	Data	Commentary			
		<p>4. Proportion of resident workforce working in Monmouthshire (+)</p> <p>5. Number of people in-commuting to Monmouthshire</p> <p>6. Number of people out-commuting from Monmouthshire</p> <p>7. Tourism expenditure (+)</p> <p>8. Number of rural diversification/ enterprise schemes approved</p> <p>9. Number of tourism schemes approved</p> <p>10. Number of tourism facilities lost through development, change of use or demolition</p>	<p>6. 18,500*****</p> <p>7. £204.43 Million</p> <p>*****</p> <p>8. 8</p> <p>9. 16</p> <p>10. 3</p>	SAE1c	Gwent Europark, Magor	B8	13.3
				SAE1d	Westgate, Llanfoist	B1/B2	1.3
				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
				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
				<p>2. The Severnside settlements accounted for the majority of permissions relating to employment over the monitoring period equating to 2.124ha. The Main Towns followed with 0.784ha. The Rural General area accounted for a lesser number of permissions accounting for 0.575ha over the monitoring period. No permissions were recorded in the Rural Secondary Settlements. 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</p>			

Headline	Objective	SA Indicators	Data	Commentary												
				<p>permitted related to wholesale and retail trade/repair of motor vehicles and motor cycles. 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="1205 371 2029 772"> <thead> <tr> <th data-bbox="1205 371 1805 411">Sector</th> <th data-bbox="1805 371 2029 411">Size(ha)</th> </tr> </thead> <tbody> <tr> <td data-bbox="1205 411 1805 451">Manufacturing</td> <td data-bbox="1805 411 2029 451">0.05ha</td> </tr> <tr> <td data-bbox="1205 451 1805 531">Wholesale & retail trade; repair of motor vehicles and motor cycles</td> <td data-bbox="1805 451 2029 531">0.47ha</td> </tr> <tr> <td data-bbox="1205 531 1805 611">Transport & storage; information and communication</td> <td data-bbox="1805 531 2029 611">0.24ha</td> </tr> <tr> <td data-bbox="1205 611 1805 730">Real estate activities; Professional, scientific and technical activities; Administrative and support service activities</td> <td data-bbox="1805 611 2029 730">0.03ha</td> </tr> <tr> <td data-bbox="1205 730 1805 772">Accommodation & food service activities</td> <td data-bbox="1805 730 2029 772">0.01ha</td> </tr> </tbody> </table> <p>4. The Welsh Government travel to work statistics identify 58.1% of the Monmouthshire workforce remaining in their own area for work. This figure has increased marginally by 0.2% since the previous AMR. 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>5 – 6. The 2017 Welsh Government Commuting Statistics identified a total of 17,100 commuting into Monmouthshire and 18,500 out of Monmouthshire. The level of in-commuting has decreased significantly since the previous monitoring period (2016 – 2017 20,400) however the level of out- commuting has only reduced slightly (2016 – 2017 18,700), resulting in a net outflow of commuters. 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</p>	Sector	Size(ha)	Manufacturing	0.05ha	Wholesale & retail trade; repair of motor vehicles and motor cycles	0.47ha	Transport & storage; information and communication	0.24ha	Real estate activities; Professional, scientific and technical activities; Administrative and support service activities	0.03ha	Accommodation & food service activities	0.01ha
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Headline	Objective	SA Indicators	Data	Commentary
				<p>Enterprise Policy Analysis in Section 5 provides a further breakdown of this information.</p> <p>7. The Monmouthshire STEAM report (2018) identified the annual tourism expenditure as £204.43 Million over the 2017 period. This compared to £190.05 Million over the 2016 period, equating to a 4.9% increase.</p> <p>8. A total of 8 applications relating to rural diversification/enterprise were approved during the monitoring period. 4 of the applications were approved as rural enterprise and 4 as rural diversification. Full details of which can be found in the Rural Enterprise Policy Analysis in Section 5.</p> <p>9 – 10. A total of 16 tourism schemes were approved over the monitoring period ranging from individual holiday lets (all conversions) to glamping accommodation including shepherds huts, trailer tents and pods. Three planning applications were approved which involved the loss of tourism facilities over the monitoring period. One related to the loss of an annex to the Three Salmons Hotel in Usk, however the remainder of the hotel is to be retained. The second related to the removal of a holiday let condition. The third related to the loss of the Abergavenny Tourism Centre which was being relocated elsewhere in the town. All three applications were justified within the overall LDP policy framework. 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 and full 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

**** Welsh Government Stats Wales

*****Welsh Government Commuting Statistics (2016)

*****Monmouthshire STEAM Report (2016)

Amended/Deleted SA Indicators – These indicators have been updated since the 2016-2017 Annual Monitoring Report

Headline	Original SA Indicator	Reason for amendment
Minerals and Waste	Proportion of Monmouthshire's household waste being recycled and composted (+)	The wording for this indicator has been amended to provide clarification that this relates to household waste collections i.e. municipal waste collected/generated.

7 Conclusions and Recommendations

- 7.1 This is the fourth AMR to be prepared since the adoption of the Monmouthshire LDP. Although the LDP has only been operational for 4 years, trends have emerged through the monitoring process as to which policies are performing as intended and which are not. Reflecting last year's monitoring analysis, 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 continues to be certain elements of the Plan which are progressing more slowly than intended and remain 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	53
Targets / monitoring outcomes* are not currently being achieved but there are no concerns over the implementation of the policy	20
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.
- The Council approved proposals for a total of 1,238 dwelling units of which 246 (19.9%) are for affordable homes.

- Four LDP allocated housing sites gained planning permission:
 - Land at Deri Farm, Abergavenny (SAH1) 250 dwellings including 49 affordable units;
 - Former Fairfield Mabey site (SAH3) 450 dwellings including approximately 20 affordable units;
 - Rockfield Farm, Undy (SAH5) 265¹¹ dwellings including 67 affordable units;
 - Main Village site at Llanishen (SAH11(ix)(b)) 8 dwellings comprising 5 affordable and 3 general market dwellings.
 - Progress has also been made in relation to the remaining two strategic housing sites that have not yet gained planning permission.
- The target densities of housing permitted on the Strategic Housing Sites was met for all three allocated sites.
- Affordable housing policy targets set out in Policy S4 are generally being met in relation to planning permissions granted in the Severnside settlements and main villages.

Economy and Enterprise

- The County has a total of 40.16 hectares of employment land available, indicating that sufficient employment land is maintained to meet the identified take up rate. The take-up of employment land stood at 5.002 hectares which is attributable to development on the Strategic Mixed Use allocation at Wonastow Road, Monmouth, identified business and employment (SAE1) sites (Westgate Business Park, Llanfoist & Beaufort Park, Chepstow) and protected employment (SAE2) sites (Severn Bridge Industrial Estate, Caldicot, Newhouse Farm, Chepstow and Tri-Wall, Monmouth).
- There has been significant progress in terms of employment permissions within the County, with permissions granted for a range of B use class employment uses on identified business and industrial sites (SAE1), protected employment sites (SAE2) and non-allocated sites (totalling 3.48 hectares). A number of rural diversification and rural enterprise schemes have also been approved (8).
- The Council approved proposals for a total of 16 tourism facilities, all of which related to tourist accommodation ranging from holiday lets to glamping accommodation. The Sustainable Tourism Accommodation Supplementary Planning Guidance [SPG] (November 2017) has helped clarify our general support for this important sector of our economy.

¹¹ Planning application DC/2016/00883 approved for 266 units, for the purposes of the AMR 265 units are recorded as a net gain (existing farmhouse has a residential use and is being demolished).

Retail and Community Facilities

- Vacancy rates in the central shopping areas in all of the County's town and local centres remain below the Wales rate.
- 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 10 community and recreation facilities have been granted planning permission.

Environment

- No applications were permitted on areas of open space not allocated for development in the LDP.
- Two applications were permitted with the specific aim of delivering habitat creation.
- Ample land remains available for potential waste management sites and there has been no reduction in the minerals land bank.
- There were no applications that resulted in the loss of listed buildings or historic sites and no development permitted which would have an adverse impact on the historic environment.

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

- The proportion of new residential permissions in the Main Towns was substantially higher than the identified target. The majority of these related to two Strategic Sites namely, Deri Farm, Abergavenny and the former Fairfield Mabey site, Chepstow.

- The proportion of residential completions in the Main Towns were also significantly higher than the identified LDP target, which is mainly attributable to completions on three windfall sites in Abergavenny and the allocated site at Wonastow Road, Monmouth. In contrast completions in Severnside remain below the identified LDP target, however, completions are likely to increase over the next monitoring period due to the development taking place at Sudbrook Paper Mill.
- While there has been some progress with the Main Village allocations (total of 26 affordable dwelling permissions and 9 affordable dwelling completions since the Plan's adoption), the target for these sites to collectively deliver 20 affordable dwellings per annum has not been achieved. However, one Main Village site gained permission over the monitoring period (SAH11(ix)(b)) and advancement (including pre-application meetings) is being made in progressing a number of the other Main Village sites which will be reported in the next AMR.

Economy and Enterprise

- 3 applications were permitted relating to the loss of a tourism facility. One of the applications related to an underutilised annex linked to a hotel and subsequently did not relate to the loss of a whole facility. However, all of the proposals were considered to be justified within the context and requirements of the LDP policy framework.

Retail and Community Facilities

- 64.3% of new retail floorspace permitted was outside of the County's town centres. However, the proposal was considered appropriate given the circumstances of the application and justified within the context of the Plan's retail planning policy framework.
- While vacancy rates within the County's central shopping areas remain below the Wales rate, vacancy rates in Monmouth and Magor have risen. However, the increases do not raise any immediate concerns with the vitality and viability of the centres.
- 2 community facilities were lost to alternative uses. However, the loss in both instances is justified within the context and requirements of the LDP policy framework.

Environment

- There was a marginal decrease of development permitted on brownfield sites (40.18%) since the previous monitoring period. Nevertheless, the proportion of brownfield permissions remains above that recorded in the first 2 AMRs and at

40% this is significant in the Monmouthshire context given the limited opportunities for brownfield development in the County.

- 8.98 hectares of non-allocated greenfield land was granted planning permission. This is, however, lower than that permitted during the last monitoring period (16.5ha). Residential development accounted for much (68.4%) of the non-allocated greenfield land permitted, all of which were considered acceptable in principle in accordance with the overall LDP policy framework.

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 279 new dwelling completions (general market and affordable) were recorded during the current monitoring period. This, coupled with the 677 completions recorded during the last three monitoring periods, equates to a total of 956 completions since the Plan's adoption. This is significantly below the identified LDP target of 488 completions per annum (shortfall of 996 dwelling completions since the Plan's adoption). Annual completions recorded during this monitoring period are, however, higher than the previous monitoring period where 238 new dwelling completions were recorded.
- A total of 84 affordable dwelling completions were recorded during the current monitoring period. This, together with the 127 affordable dwelling completions recorded during the previous three monitoring periods, amounts to a total of 211 affordable dwelling completions since the Plan's adoption. This is significantly below the identified LDP target of 96 affordable dwelling completions per annum (shortfall of 173 affordable dwelling completions since the Plan's adoption). This relates directly to the construction progress of housing sites, but also to viability issues. Annual completions recorded during this monitoring period are, however, significantly higher than the previous monitoring period where 47 affordable dwelling completions were recorded.
- The Monmouthshire Joint Housing Land Availability Study (JHLAS) for the 2017-18 period demonstrates that the County had 3.9 years' housing land supply (based on the residual methodology prescribed in TAN1). This is the third consecutive year that the land supply has fallen below the 5 year target.

- There has been limited progress with the delivery of two of the allocated strategic housing sites. The Crick Road, Portskewett and Vinegar Hill, Undy strategic sites are yet to obtain planning permission, however, further progress is expected on both of these sites during the next monitoring period. Progress on the delivery of the LDP strategic housing sites is provided in the policy analysis section for Policy S3.

- 7.7 Reflecting the findings of the previous two AMRs, it remains 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 continues to be a matter of concern. A fundamental contributing factor to this shortfall is the slower than anticipated progression of allocated strategic housing sites, albeit that further progress on these sites has been made during the current monitoring period. While there is sufficient housing land allocated in the LDP to meet the identified dwelling requirements over the Plan period, sites have not progressed 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 2,020 units out of the total need of 4,500 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 (i.e. up to the end of 2021) of 724 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. However, 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. This continues the trend identified in the previous two AMRs and Joint Housing Land Availability Studies (JHLAS) which led to the recommendation to initiate an early review of the Plan 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 An additional three Strategic Sites gained planning permission over the monitoring period and progress is being made in bringing the remaining two strategic sites forward which demonstrates that these sites are deliverable. Nevertheless, the slower than anticipated delivery rate of allocated strategic housing sites has obvious

implications for the housing land supply and continues to 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 Given the importance attached to the land supply issue, in accordance with the findings from the previous two AMRs a full review of the LDP commenced during the current monitoring period and culminated with the publication of the Final Review Report in March 2018. The report concluded that the LDP should be revised and that this should take the form of a full revision procedure, i.e. a fully revised LDP. It also concluded that the Monmouthshire LDP should be revised on an individual basis, rather than, jointly with adjacent Local Planning Authorities.

Supplementary Planning Guidance (SPG)

- 7.12 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 as appropriate. Where essential, however, resources will be focused on Plan revision.

Sustainability Appraisal (SA) Monitoring

- 7.13 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.
- 7.14 Some of the most notable findings specific to the SA during the current monitoring period include:
- 100% of major new development¹² is located within a 10 minute walk from a frequent and regular bus service. This compares to 87% recorded in the previous AMR.
 - One tree that was part of a Tree Preservation Order woodland was lost to development, this was however necessary to accommodate repairs to a dangerous and unstable listed wall. This is reduction since the previous AMR where 20 trees were recorded as being lost over the period, this again was however justified to bring forward an allocated site.
 - One location where the annual objective levels of nitrogen dioxide was exceeded (Hardwick Hill, Chepstow). This is the same location as the previous 3 AMRs.
 - 10 of 15 proposals permitted on LDP allocated sites and sites of over 10 dwellings/1ha incorporated Sustainable Urban Drainage Systems (SUDS)¹³ into the

¹² Major development is defined as development involving one or more of the following: developments of 10 or more dwellings or 0.5ha or more; 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.

¹³ SUDS are drainage solutions that provide an alternative to the direct channelling of surface water through networks of pipes and sewers to nearby watercourses. By mimicking natural drainage regimes, SUDS aim to reduce

scheme. This is an improvement since the previous AMR where only 8 of 20 schemes incorporated SUDS.

- 0 instances where rivers across the County experienced summer low flow. This is the same as the previous monitoring period.
- 63.0% of Monmouthshire's total household waste was recycled or composted. This has decreased marginally since the previous AMR where 64.1% was recorded.
- 2.8 hectares of agricultural land at Grade 3a and better potentially lost to major development. This relates to the Grove Farm site in Llanfoist granted outline planning permission for 115 dwellings. This compares to no loss in the previous AMR period.
- 4.9% increase in tourism expenditure (£204.43 million) compared to £190.05 million over the previous 2016 period.

Recommendations

- 7.15 The 2017-18 AMR maintains the trends identified in last year's AMR, that is while good progress continues to be 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 continued lack of a 5 year housing land supply remains a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.
- 7.16 In accordance with the findings and recommendations from the previous two AMRs an early review of the LDP has been undertaken during the current monitoring period predominately due to the housing land supply shortfall. Based on the evidence contained within the Review Report it was concluded that the LDP should be revised and that this should take the form of a full revision procedure.
- 7.17 Accordingly, the AMR recommends the following:
1. Continue to progress a full revision of the Monmouthshire LDP in accordance with the findings and recommendations of the LDP Review Report. This will ensure continued Plan coverage in the County, thereby avoiding the risks associated with any policy vacuum. The first step of LDP revision involves the production of a Delivery Agreement which will provide the timetable for producing the revised LDP and the Community Involvement Scheme. This will be published during the early part of the next monitoring period.

surface water flooding, improve water quality and enhance the amenity and biodiversity value of the environment. SUDS achieve this by lowering flow rates, increasing water storage capacity and reducing the transport of pollution to the water environment (*British Geological Society*).

2. Submit the fourth AMR to the Welsh Government by 31 October 2018 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.



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) fourth Annual Monitoring Report (AMR) to the Welsh Government in accordance with statutory requirements and 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>28/09/2018</p>

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1. **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><i>Informative: 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</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>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> <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 fourth AMR is that there is a need to continue to progress a full revision of the Monmouthshire LDP. The 2017-18 AMR maintains the trends identified in last year's AMR, that is 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 continued lack of a 5 year housing land supply remains a matter of concern that needs to be addressed if the Plan's housing requirements are to be met.</i></p> <p><i>In accordance with the findings and recommendations from the previous two AMRs an early review of the LDP has been undertaken during the current monitoring period predominately due to the housing land supply shortfall. Based on the evidence contained within the Review Report it was concluded that the LDP should be revised and that this should take the form of a full revision procedure.</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 the fourth AMR have been analysed and compared to the findings in the previous three AMRs 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</i></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</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>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>Negative: None.</p>	<p>will inform the 2019 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 prosperous Wales.</p>
<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 2019 AMR.</p> <p>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 2019 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 2019 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</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?
		delivering sustainable, resilient and cohesive communities.
<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>	Continue to monitor SA indicators to inform the 2019 AMR.
<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>	Continue to monitor indicators throughout the County to inform the 2019 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>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>	Continue to monitor indicators throughout the County to inform the 2019 AMR. Reflecting the trends identified in the 2016-17 AMR, the results of the fourth AMR identifies an issue with the delivery of housing sites and housing land supply. This affects the ability of our communities to secure appropriate and affordable accommodation. The continued progression of a full revision of the Monmouthshire LDP is therefore maintained.

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?
		Creating a more equal Wales forms part of delivering sustainable development.

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>Long-term</p> <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>The fourth AMR measures short/medium term impacts since Plan adoption which enables 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>Collaboration</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 2019 AMR and will consider actions required in light of the AMR findings. The AMR indicates that some of the Plan's objectives are not being delivered, specifically in terms of housing sites coming forward, and therefore officers recommend to continue to progress with a full revision of the Plan.</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 data-bbox="159 347 315 379">Involvement</p> <p data-bbox="338 213 517 395">Involving those with an interest and seeking their views</p>	<p data-bbox="546 213 1323 272"><i>Who are the stakeholders who will be affected by your proposal? Have they been involved?</i></p> <p data-bbox="546 309 1323 379">The LDP was prepared through extensive engagement with a wide range of internal and external stakeholders.</p>	<p data-bbox="1352 213 2114 347">There is no requirement to undertake consultation on this AMR. The revision of the LDP will be taken forward through extensive stakeholder engagement, expanding on the methods used previously.</p>
 <p data-bbox="159 571 315 603">Prevention</p> <p data-bbox="338 437 517 667">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="546 437 1323 624">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 data-bbox="1352 437 2114 571">The AMR concludes that in accordance with the findings and recommendations from the previous three AMRs an early review of the LDP has been undertaken ahead of any formal statutory review requirement.</p>
 <p data-bbox="159 858 315 890">Integration</p> <p data-bbox="338 724 517 954">Positively impacting on people, economy and environment and trying to benefit all three</p>	<p data-bbox="546 697 1323 831"><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 data-bbox="546 868 1323 938">The AMR measures the impact of the LDP on the social, economic and environmental well-being of the County.</p>	<p data-bbox="1352 697 2114 884">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 data-bbox="1352 920 2114 952">Continue to monitor indicators to inform the 2019 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 Draft 'Retail Background Paper', March 2018.
- Monmouthshire LDP Draft 'Employment Background Paper', June 2018.
- Monmouthshire 'Joint Housing Land Availability Study', June 2018.
<http://www.monmouthshire.gov.uk/app/uploads/2018/06/Monmouthshire-JHLAS-Report-2018.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.

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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 revision.

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 fourth AMR to be prepared since the adoption of the LDP and is based on the period 01 April 2017 – 31 March 2018. The findings of the fourth AMR have been analysed and compared to the findings in previous three AMRs allowing emerging trends to be identified and reported on.

The AMR concludes that it is necessary to continue to progress a full revision of the Monmouthshire LDP in accordance with the findings and recommendations of the LDP Review Report. This will ensure continued plan coverage in the County, thereby avoiding the risks associated with any policy vacuum. The first step of LDP revision involves the production of a Delivery Agreement which will provide the timetable for producing the revised LDP and the Community Involvement Scheme. This will be published during the early part of the next monitoring period.

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

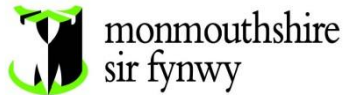
7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
Continue with full revision of the Monmouthshire LDP.	Prepare Delivery Agreement including the Community Involvement Scheme in early part of next monitoring period.	Head of Planning, Housing and Place-Shaping Planning Policy Team	Report on in fifth AMR 2019. Political reporting in late 2018. Preparation of LDP 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 2019 the fifth AMR will be prepared and reported to Economy and Development Select Committee/ Planning Committee prior to 31/10/2019. 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 (APR)
MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE
DATE: 19 OCTOBER 2018
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE

- 1.1 To provide Members with a report on the performance of the Council's Planning Service for the financial year period 2017-18.

2. RECOMMENDATION:

- 2.1 To note the contents of the Annual Performance Report for submission to the Welsh Government by 31 October 2018 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 2018. This requirement links with the 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 fourth Annual Performance Report (APR). The three previous APRs were reported to this Select Committee 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, Housing and Place-shaping sat on the working group. Performance is ranked as 'good', 'fair' or 'needs improvement'. Monmouthshire continues to play a lead role in this area, and our Development Services Manager sits on the performance working group.

3.5 The Annual Performance Report is provided at Appendix 1.

4 KEY ISSUES

4.1 The purpose of the Planning Service is to help build sustainable and resilient communities that support the well-being of current and future generations in Monmouthshire, which is a shared purpose with the Council's Corporate Plan and with our public service board partners. The service is directly involved with wider corporate projects such as 21st Century Schools, commercialisation of our estates portfolio and forms an enabling tool to help address some of the challenges and issues identified by 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;
- Monitoring and evaluating Plan policies and the process of Plan preparation and formally reviewing the Plan where necessary; and
- Joint working with SE Wales Authorities with the ambition of preparing a Strategic Development Plan.

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, and a 'refresh' is currently underway.

- 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 the 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 2016/17 Annual Performance Report identified five actions:

Action 1: Systems Re-visit to improve customers' experience of our service and to improve our end-to-end performance in dealing with pre-application advice and planning applications

Action 2: Roll out training for our new Development Management database software for all Planning Service staff

Action 3: Streamline enforcement processes following a triage system to reduce the time taken to resolve cases

Action 4: Arrange a training seminar on planning enforcement for Town and Community Councils via the new area-based clusters (to be arranged via Planning Aid Wales)

Action 5: Absorb the results of the Planning Advisory Service (PAS) Benchmarking exercise to learn from areas of good practice across Welsh planning authorities and put those into practice, where feasible.

- 5.2 Actions 1 and 2 resulted from the desire to ensure we provide a timely service for our customers in delivering planning outcomes. Although the performance in 2016/17 was good in determining applications within agreed timescales (moving from amber to green), this was seen as an area for potential improvement. Thus, we proposed to undertake a 'Systems Revisit' to assess how much waste was in our processes and to understand if there were common themes as to why applications were not being determined within a timely fashion. There should also be reductions in waste in our systems and time savings to be made by the implementation of our new Idox Uniform database for the DM service (Action 2). Action 5 also overlapped into making our application processing more efficient in that we might have been able to identify good practice from the benchmarking exercise being carried out across Wales by the

Planning Advisory Service, the results of which had been anticipated expected in Autumn / Winter 2017.

- 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 reduce this risk by agreeing extended deadlines, which we do to good effect. Customers, however, 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 Action1 was commenced and work was carried out to identify where our customer demand was focussed. As a result of this a web team was set up from within the DM team to seek to reduce day-to-day demand on officers by helping customers to self-serve using an improved and more sophisticated web site. This work is on-going in conjunction with the Council's Digital Team and substantial redesign of the DM team's web pages should be implemented within the next reporting period.
- 5.5 Action 2 has been implemented following the Go Live of the new Uniform software from March / April 2018. The Idox Uniform Implementation team made up of members of the DM Team, spent considerable time in developing a series of comprehensive guides to the different stages required to process an application for pre-application advice and planning applications. DM, Heritage and Enforcement officers have all benefited from the training guides and the transition to the new system has been smooth. Feedback from officers is that the system is easier to use and more efficient than the old M3 software (there is more automation and fewer steps to produce documents). This project allowed a 0.5FTE post to be deleted in the Planning Business Support Team, secured via a voluntary redundancy request.
- 5.6 In respect of Action 3, this was instigated following a surge in enforcement cases in 2016/17 and mixed performance under some the previous enforcement measures in that reporting period, which have since been amended following work undertaken by Welsh Government Planning and a POSW officer performance indicator sub-group. Key stages of the triage system, piloted by Swansea Council have been implemented, but in the meantime, following the appointment of a new enforcement manager early in 2018/19 it has been decided to undertake a more holistic systems review of the Council's the Enforcement service in the next reporting period. This should determine whether the structure and working methods are appropriate given the demands on this small but important team. This aspect will be reviewed within the next APR.
- 5.7 Action 4 was delayed given the timing of the local elections in May 2017 and thus the election of a new cohort of community and town councillors who would benefit from enforcement related training – this being arguably the most controversial and misunderstood aspect of the planning system. Monmouthshire volunteered as a pilot authority to undertake the training, which took place in May 2018 following Planning Aid Wales's appointment of a new Chief Executive. The training was well attended by over thirty community and town councillors and was well received. It was particularly useful in conveying to the councillors the practical and legalistic aspects of the enforcement system and how protracted timescales can be to reach a positive outcome for the community.

5.8 As regards Action 5, the Planning Advisory Service’s work on cost benchmarking for the Welsh planning authority services has been delayed and the outcome of Phase 1 of the work has not yet been published. This is intended to be followed up by a phase 2 work area that the Council’s Development Services Manager is to be involved in.

6.0 CONCLUSIONS AND RECOMMENDATIONS OF 2017/18 APR

- The proportion of all applications determined within 8 weeks or within an agreed timescale increased and stands at an impressive 91%;
- The proportion of major applications determined within 8 weeks or agreed timescales declined slightly but at 83% remains substantially higher than the Wales average;
- The percentage of minor applications determined within the required timescales increased from 92% to 95%;
- The percentage of householder applications determined within the required timescales increased from 95% to 97%; and
- The percentage of other applications determined within required timescales decreased marginally from 86% to 85%.
- The level of approvals remained high at 95% (over 2016/17 it was 96%)
- Of those applications that had gone through our pre-application advice service, 97% were approved. The remaining 3% comprised one application that was withdrawn and five where our pre-application advice was ignored. Consequently, we have a 100% success rate of applications that went to decision stage and followed our pre-application advice; and
- The proportion of respondents to our customer survey who were satisfied overall was stable at 74% and was well above the Welsh average of 63%.

This shows that, despite a challenging workload, our performance and levels of customer satisfaction have largely improved and our pre-application advice service is effective.

6.1 A summary table of our performance can be found in Appendix A of the APR. One of the 17 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. It will be applicable in the next reporting period as the Council works on its replacement LDP.

6.2 Of the 16 applicable indicators, 13 have targets set by the Welsh Government. Monmouthshire’s performance is ranked ‘good’ against 9, ‘fair’ against 2 and ‘in need of improvement’ against 2. The ‘fair’ results relate to: i) the proportion of planning applications determined by Members that were contrary to the officer recommendation, where we achieved 7%, narrowly missing the ‘good’ target of 5% or less; and ii), the average time taken to determine applications (77 days) which missed the ‘good’ target of 67 days but was below the Welsh average of 81.7 days. The two measures that were in need of improvement were the five-year supply of housing land that has fallen to 4.0 years. In addition, our appeal performance declined significantly with just 36% of appeals being dismissed.

	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
Welsh Government target has been set and our performance ‘needs improvement’	2

- 6.3 We performed above or at the Wales average in 14 of the 15 comparable indicators. The indicator for which performance was below Wales average related to appeal performance as referred to immediately above. Further commentary on the performance against these measures is set out in Section 6 of the APR.

No target has been set but our performance is above the Wales average	3
No target has been set but our performance is slightly below the Wales average	0
No target has been set but our performance is significantly below the Wales average	0

- 6.3 Our performance declined against three indicators:

Indicator	2015/16	2016/17	2017/18	Wales average	WG target
5 year housing land supply	5.0 years	4.1 years	4.0 years	years	5.0 years
Average time taken to determine all applications	68 days	73 days	77 days	80.7 days	<67 days
% of Appeals dismissed	70	71	36	62.5	>66

- 6.4 However, it should be noted that in the measures for average time to determine all applications, our performance remains well above the Wales average. Where a target was set by the Welsh Government, we are still ranked 'good' or 'fair' except for the appeal performance and the five year housing land supply measure, which had fallen to 4.0 years' supply (and we know has dropped further to 3.9 years' at March 2018) below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR) 2018.

- 6.5 Customer feedback identified the most valued characteristics of a good planning service as access to the case officer to check on progress of your application followed by the availability to talk to a duty planner before an application is submitted. This provides further evidence that our outcome focus is what our customers want.

- 6.6 Five actions are identified going forwards.

Speed of determining applications

- 6.7 91% 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 73 days, narrowly missing the 'good' target of 67 days (but below the Welsh average of 80.7 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.

- 6.8 However, this is an area for potential improvement and we have been undertaking a 'Systems Revisit' to assess how much waste is in our processes and to understand if there are common themes as to why applications are not being determined within a

timely fashion. There should also be reductions in waste in our systems and time-savings to be made by the implementation of our new Idox Uniform database for the DM service. Opportunities are there to ensure our pre-application advice service is contributing effectively to reducing planning application determination periods by providing clear, professional and respected advice. In addition, our web site offer to customers was already identified by the Systems Revisit actioned in last year's APR, as needing to be improved, enabling customers to self-serve and to reduce the proportion of invalid applications. Project management for major planning applications can be improved by resourcing their processing properly via planning performance agreements with the applicant to deliver a timelier decision by best endeavours. The fee from such an agreement can be used to back-fill and allow the case officer to be freed up to be a more dedicated resource. Thus, Actions 1 - 4 below are identified.

Action 1 - Systems review to be reinvigorated to identify what matters today and how we meet that demand as well as identifying causes of variation in our system that lead to delays in reaching a positive outcome. This includes a review of the enforcement team and their processes to verify if we have the right resources and we are providing a good service for our customers.

Action 2 - Consolidate the department's use of the new Idox Uniform planning application database software system

Action 3 - Monitor the effectiveness of the Council's bespoke pre-application advice service and our fast track application services, while rolling out the use of Planning Performance Agreements, where appropriate.

Action 4 – Improve the Planning Service's web pages to deliver relevant, accessible and legible information so that customers can self-serve.

Speed of resolving enforcement cases

6.9 While the performance of the Council's Planning Enforcement team is very good in relation to the two enforcement measures in the Performance Framework, customer feedback and complaints often relate 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 which has been addressed in some way by the training on enforcement that took place in May 2018 for community and town councillors. There remains, however, scope for further improvement. The systems review of the Planning Enforcement team will help to improve this team's practices and drive out waste. The triage system identified in last year's APR has been partially implemented to systematically prioritise cases, but this can be reviewed as part of the wider systems approach (Action 1).

Collaborative Working

- 6.10 Monmouthshire has a wealth of heritage assets and has long invested in its heritage team to manage these assets in the public interest. It is becoming apparent that opportunities exist to work collaboratively with neighbouring Councils to provide a shared heritage resource. The opportunity arises to address issues of coverage, availability of officer's advice and consistency of advice between Authorities. In addition, it is proposed that collaboration will provide an opportunity to increase resilience, knowledge and the skills base of aspects of Historic Environment Management through building and sharing of expertise and experience. This is expected to provide an enhanced level of service delivery within current budget requirements. It also acknowledges the agenda for collaboration in the delivery of local government services being promoted by Welsh Government.
- 6.11 Officers are already involved in a breadth of other collaborative working, including the all Wales Planning Officers' Society used to share best practice and seek to shape national policy and practice; the newly formed SE Wales Heads of Planning Group; the SE Wales Strategic Development Plan Project Group chaired by Monmouthshire's Head of Service; the South Wales Development Managers group; the SE Wales Strategic Planning Group chaired by Monmouthshire; and the South Wales Heritage Forum.

Action 5 – Pursue an agenda of collaboration in relation to heritage services with neighbouring local authorities.

7.0 OPPORTUNITIES GOING FORWARD

7.1 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 speed of our responses to pre-application advice requests and determining planning applications via a Systems revisit in order to remove waste from our system and to focus our work on areas valued by our customers (Actions 1 and 3);
- In tandem with the Systems approach, to use Team meetings, 1:1s and performance reports to drill down into specific areas of workflow and identify where problems exist and why, with a targeted approach to identifying solutions (Action 1);
- Consider the project management of major planning applications, where appropriate, via planning performance agreements to seek by best endeavours to ensure timely and well-managed processing of such applications, providing a good customer experience (Action 3);
- To improve the speed and effectiveness with which we deal with enforcement cases via a systems review of the Enforcement function (Action 1);
- To consolidate the use of the more efficient replacement database for planning applications to reduce waste for staff, including the production of standard letters and monitoring reports. Stage 2 of the Idox project will include the conditions monitoring module and enhancements to the public access module which will provide a better service to the public when they search applications online; these include providing an online measuring tool and the ability to track changes to an application (Action 2);
- 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 (Action 4);
- To pursue a the potential for collaborative working to deliver a Built Heritage Management Service with neighbouring local authorities, providing resilience, shared learning and consistency across those areas (Action 5);
- Continue with work on a replacement Monmouthshire LDP because of the need to address the shortfall in the housing land supply and facilitate the identification/ allocation of additional housing land;

- To identify, implement and/or disseminate best practice via the Planning Officers' Society for Wales or other working groups, including the Welsh Government, the WLGA and the RTPI.

7.2 Progress will be measured via our 2018/19 Annual Performance Report, 2018/19 LDP Annual Monitoring Report, and our 2018/20 Service Business Plan.

8. RESOURCE IMPLICATIONS:

8.1 Officer time and costs associated with the preparation of APR are met from the Development Management budget and work is carried out by existing staff.

9. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

9.1 Sustainability, equality and well-being considerations are central to the planning service's activities. This report is a review of the previous year's performance against targets and benchmarking information, however the proposed five actions for future improvements seek to improve service delivery to the benefit of our customers and communities.

9.2 A Future Generations Evaluation is attached as an appendix.

10. OPTIONS CONSIDERED

10.1 There is a requirement on Local Planning Authorities to undertake an Annual Performance Report and to submit it to the Welsh Government by 31 October 2018. While the Council could decide to not submit the APR, there is little to be gained from such an approach. Consequently, the following options were considered:

- 1) Recommend the APR for submission without any changes;
- 2) Recommend the APR for submission but with changes to the proposed actions for the coming year.

10.2 The APR provides a useful reflection on last year's performance against targets and benchmarking information. The proposed actions seek to continue that journey of improvement, given the resources available to us. Consequently, option 1 has been chosen.

11. HOW WILL SUCCESS BE MEASURED

11.1 The Planning Service is measured against a number of clear and consistent (across Wales, and over time) performance indicators allowing aspects of a successful service to be measured. These indicators need to be viewed in the context of other factors, including what customers have identified as being important to them, customer and stakeholder feedback, outcomes (which are not always captured by performance indicators), and whole Council priorities.

11.2 We strive to be deliver the best service possible, and our mission is to advise on, give permission for, and ensure the best development possible.

12. CONSULTEES

- Planning Committee and Economy and Development Select Committee via this report
- Customer feedback as set out in the report

13. BACKGROUND PAPERS:

None

14. AUTHOR & CONTACT DETAILS:

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

Philip Thomas
Development Services Manager
01633 644809
philipthomas@monmouthshire.gov.uk

Monmouthshire LPA

PLANNING ANNUAL PERFORMANCE REPORT (APR) – 2017-18

PREFACE

I am very pleased to introduce the fourth Annual Performance Report for Monmouthshire County Council's Planning Service.

This report shows that Monmouthshire's Planning Service continues to perform very well, with just two of thirteen ranked indicators ranked in need of improvement against the Welsh Government's targets. In each criterion the service scored above the Welsh average in terms of customer service feedback (in some cases well above the average), demonstrating the Planning Service's commitment to an outcome-focused approach.

Good planning is central to the Council's purpose 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. It is central to achieving our well-being objectives for everyone who lives, works and spends time in our beautiful County.

Councillor Paul Jordan, Cabinet Member

1.0 EXECUTIVE SUMMARY

- 1.1 This is Monmouthshire's fourth 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 The nature of the performance indicators means their focus is on decision speed and customer service rather than measuring whether or not better outcomes have been achieved. It has not yet been possible to identify an objective way of measuring outcomes, however we seek to prioritise securing the best scheme possible rather than traditional indicators relating to speed of decision-making. Research has identified that our customers' priority is securing planning permission: customers generally understand the benefits of good design and, within reason, do not see the time taken as a priority.
- 1.3 For the purposes of this report, 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 and the Council's Development Services Manager continues to contribute to the group. Performance is ranked as 'good', 'fair' or 'needs improvement'.

- 1.4 Based on the customer feedback in Section 5 and the performance information in Section 6 and Appendix A, we can be pleased with the service we deliver. During this period:
- The proportion of all applications determined within 8 weeks or an agreed timescale increased;
 - The proportion of major applications determined within agreed timescales declined but was still well above the Welsh average and at 83% was commendable;
 - Although enforcement cases received are proportionally high compared to the Welsh average (per head of population) performance remained good and above the Welsh average;
 - The percentage of applications approved remained well above WG average and is stable at 95%;
 - Over 2017/18, 203 planning applications stemmed from pre-application advice we gave. Of these 97% were approved. There were six applications that received pre-application advice

that were subsequently refused or withdrawn. Five of these six applications did not follow the officer advice given at pre-application stage. The other was withdrawn.

- The proportion of respondents to our customer survey who were satisfied overall with the service was 74%, well above the Welsh average of 63%. This shows that, despite a challenging workload, the implementation of our new planning application processing software and staff changes, our performance and levels of customer satisfaction have improved and our pre-application advice service is effective.

1.5 A summary table of our performance can be found in Appendix A. One of the 17 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. It will be applicable in the next reporting period as the Council works on its replacement LDP. Of the 16 applicable indicators:

- 13 have targets set by the Welsh Government. Monmouthshire's performance is ranked 'good' against 9, 'fair' against 2 and 'in need of improvement' against 2. The 'fair' results relate to: i) the proportion of planning applications determined by Members that were contrary to the officer recommendation, where we achieved 7%, narrowly missing the 'good' target of 5% or less; and ii), the average time taken to determine applications (77 days) which missed the 'good' target of 67 days but was below the Welsh average of 81.7 days. The two measures that were in need of improvement were the five-year supply of housing land that has fallen to 4.0 years. In addition, our appeal performance declined with just 36% of appeals being dismissed. An analysis of the appeal performance is set out in 'Our Performance 2017-18' Section 3 Table 10 below.
- We performed above or at the Wales average in 14 of the 15 comparable indicators. The indicator for which performance was below Wales average related to appeal performance as referred to immediately above. Further commentary on the performance against these measures is set out in Section 6.
- Our performance declined against three indicators, The declining performance related to:
 - a) 5 year housing land supply;
 - b) Average time taken to determine all planning applications;
 - c) Percentage of appeals dismissed

However, it should be noted that in the measure b), our performance remains well above the Wales average. Where a target was set by the Welsh Government, we are still ranked 'good' or 'fair' except for the appeal performance and the five year housing land supply measure, which had fallen to 4.0 years' supply (and we know has dropped further to 3.9 years' at March 2018) below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR) 2018.

1.6 In the light of the above, five actions are proposed going forward;

Action 1 - Systems review to be re-visited and reinvigorated to identify what matters today and how we meet that demand as well as identifying causes of variation in our system that lead to delays in reaching a positive outcome. This includes a review of the enforcement team and their processes to verify if we have the right resources and we are providing a good service for our customers.

Action 2 - Consolidate the department's use of the new Idox Uniform planning application database software system

Action 3 - Monitor the effectiveness of the Council's bespoke pre-application advice service and our fast track application services, while rolling out the use of Planning Performance Agreements, where appropriate.

Action 4 – Improve the Planning Service's web pages to deliver relevant, accessible and legible information so that customers can self-serve.

Action 5 – pursue an agenda of collaboration in relation to heritage services with neighbouring authorities.

2.0 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 2017-18 period.

Corporate Context

- 2.2 The Council adopted its Local Development Plan in February 2014 and submitted its third Annual Monitoring Report in October 2017.
- 2.3 The purpose of the Planning Service is to help build sustainable and resilient communities that support the well-being of current and future generations in Monmouthshire, which is a shared purpose with the Council's public service board partners. This is at the heart of everything we do.
We contribute to delivering the Council's well-being objectives, which align to the Public Service Boards objectives, as set out in the Corporate Plan 2017-2022, the specific objectives we contribute to are:

MCC Purpose	Building Sustainable and Resilient Communities
MCC Well-being Objectives	The best possible start in life Lifelong well-being Maximise the potential of the natural and built environment Thriving and well-connected county Future-focussed Council

- 2.4 The Planning Service's purpose links directly to Monmouthshire County Council's objective of building sustainable, resilient communities.
- 2.5 The Planning Service sits within the Council's Enterprise Directorate. The Enterprise Vision provides a strategic context for the development and promotion of an enterprising culture, which builds business resilience and creates high value outcomes for Monmouthshire's communities.
- 2.6 The Planning Service is made up of i) the Planning Policy and ii) the Development Management teams. The primary purpose of the Planning Policy team is to prepare the statutory Local Development Plan (LDP) and assist in its effective implementation through the Development Management (planning application) process. This ensures that the land use and sustainable development objectives of the Council are met ensuring the provision of an adequate supply of land in sustainable locations for housing, retail, education, recreation, tourism, transport, business, waste and other needs, whilst protecting the county's valued environmental, heritage and cultural assets. This work aligns directly with achieving four of the Council's Well-being objectives while being prepared to work innovatively aligns with the fifth objective regarding a Future-focussed Council.
- 2.7 The Head of Service for Planning is also the Head of Housing. The Monmouthshire Public Service Board Well-being Plan identifies a key issue as being the need to respond to

demographic change, with the County having an increasingly ageing population. The Planning Service has an important part to play (alongside Housing colleagues) in readdressing the supply and mix of housing stock to ensure suitable and affordable housing is available to all demographic groups.

- 2.8 The Planning Service in its policy-making role and when making decisions on planning applications has a significant part in the Well-being goal that seeks to “Protect and enhance the resilience of our natural environment whilst mitigating and adapting to the impact of climate change”. The PSB Well-being Plan acknowledges this by i) identifying Planning’s (and its partners’) capacity to improve the resilience of ecosystems by working at a larger scale (landscape) to manage biodiversity and maximise benefits such as natural flood risk management; ii) ensuring design and planning policy supports strong, vibrant and healthy communities that are good for people and the environment, and iii) enabling renewable energy schemes, especially community owned schemes, and developing new solutions including storage, smart energy, heat and local supply.
- 2.9 The Planning Service’s Vision is “To enable through the land use planning policy framework the building of sustainable and resilient communities that support the well-being of current and future generations.”
- 2.10 In addition, the Development Management Service undertook a System Review over 2010-12 where its purpose was established as being: “To advise on, give permission for and ensure the best possible development” which complements the overall service vision.
- 2.11 Key areas of work for the Service include:
- Carrying out a review and subsequent revision of the Monmouthshire LDP.
 - Preparing and co-ordinating thematic supplementary planning guidance to help to foster the interpretation and implementation of LDP policy.
 - Implementing the Council’s LDP through engaging and working with communities, and partnership working with both internal and external partners.
 - Depending on the outcome of legislative changes at the UK Government level, adopting and implementing the Community Infrastructure Levy. Infrastructure needs will be reviewed and consideration will be given to the best options for funding them alongside LDP progress.
 - Working with colleagues in Development Management to create a unified Planning Service focussed on enabling positive outcomes.
 - Monitoring and evaluating development plan policies, including preparing the statutory LDP Annual Monitoring Report (AMR).
 - Maintaining the LDP evidence base and ensuring fitness for purpose for future LDP revision.
 - Developing linkages with the Council’s emerging framework for community governance and development
 - 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;
 - Safeguarding the County’s 2400 Listed Buildings and 31 Conservation Areas, areas of archaeological sensitivity, the Wye Valley AONB and the Brecon Beacons National Park;

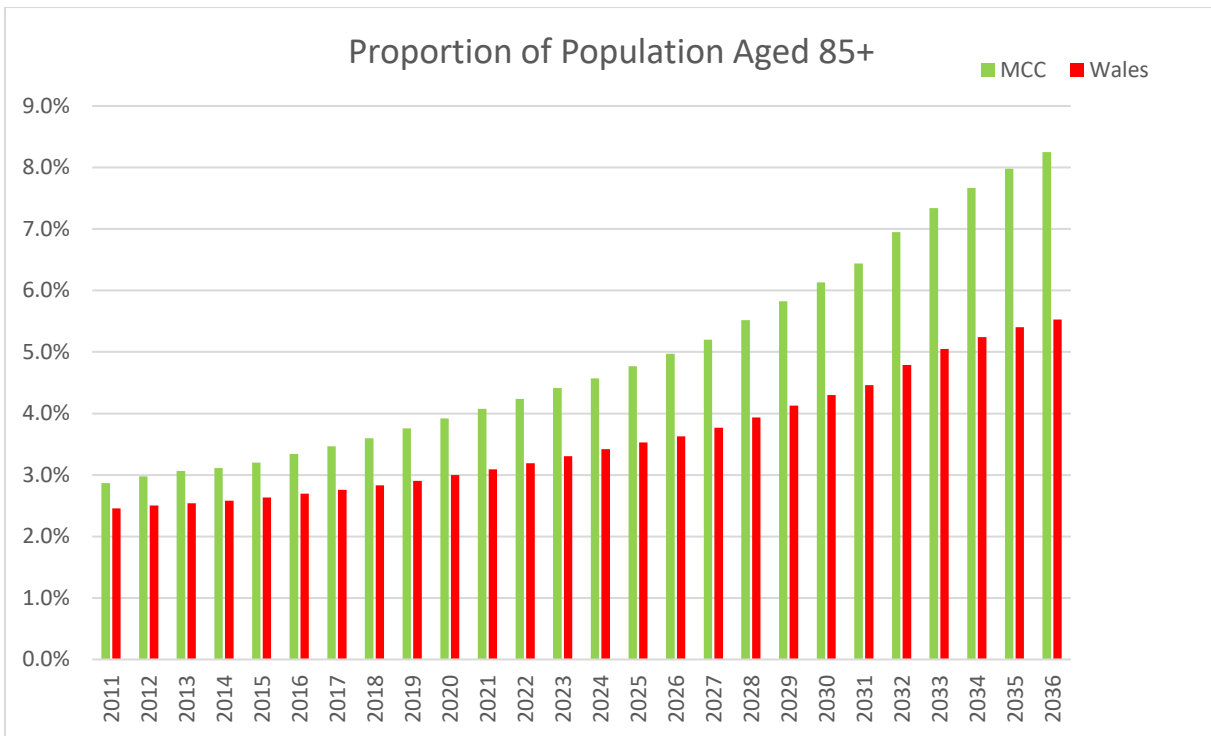
- Taking robust enforcement action against unauthorised development that is unacceptable.
 - Preparing and submitting the Planning Services' Annual Performance Report (APR) to WG which assesses the effectiveness of the Monmouthshire's planning service and benchmarks it against other Councils' performance.
- 2.12 The main customer of the Planning Service is the applicant of any planning application, however there are numerous stakeholders including individuals, communities, businesses, third sector organisations, other Council Services and elected Members.

Local Context

2.13 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.

2.14 Our people

- 2.14.1 Monmouthshire covers an area of approximately 88,000 hectares with a population of 91,323 in 2011 (92,843 according to the 2016 mid-year estimate), 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 live in wards defined as being urban areas (i.e. with a population of more than 10,000).
- 2.14.2 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

2.14.3 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 embarked on a work-stream 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 review of the Local Development Plan and to regional planning.

2.15 Housing and quality of life

2.15.1 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 smaller villages, widely dispersed around the County.

- 2.15.2 Over the last decade, housing completions in the Monmouthshire LPA area have averaged approximately 245 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 (2013-2021). To date, completions since LDP adoption have averaged approximately 240 per annum. This is discussed in more detail in the LDP Annual Monitoring Report.
- 2.15.3 Average house prices are significantly higher than the Wales average (£299,400 compared to £185,000 average in August 2018) resulting in a significant need for affordable housing (source: Hometrack Housing Intelligence). Of the 3,719 dwellings completed between 2001 and 2013, 15.8% were classed as affordable. Of the 667 dwellings completed since LDP adoption, 19% are affordable units.
- 2.15.4 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.
- 2.16 Our economy**
- 2.16.1 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 (see 2.16.3 below).
- 2.16.2 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. Recent changes in Business Rates by the Welsh Government have disproportionately affected Monmouthshire.
- 2.16.3 Tourism is vital to Monmouthshire's economy and generates income to support a wide range of businesses that benefit from spending by visitors. According to figures supplied by tourism economic indicator STEAM (Scarborough Tourism Economic Activity Monitor), the sector brought in £204.43m to Monmouthshire in 2017 and supported the equivalent of 2,968 full-time jobs, accounting for approximately 10% of the workforce. Each visitor contributing to the county's economy by purchasing food and drink, fuel, services and accommodation spends on average over £66 per day.

- 2.16.4 Monmouthshire's tourism performance over the life of the previous plan displayed an encouraging 10% real growth in terms of economic impact, an increase of 8.7% in visitor numbers and a 1.5% growth in full-time jobs. The newly approved Destination Management Plan has been developed following a review of the previous plan and is based on Monmouthshire's best prospects for tourism growth as well as extensive consultation with stakeholders.
- 2.16.5 The Plan capitalises on key opportunities for Monmouthshire, including its location at the gateway to Wales offering an initial chance to make a great impression, especially now that Severn Bridge tolls are to be phased out. It also recognises Monmouthshire's contribution to the Cardiff Capital Region's City Deal and the overall growth target - set by the Welsh Government's tourism organisation, Visit Wales - of 10% or more in the sector's value by 2020.
- 2.16.6 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.

2.17 **Communications**

- 2.17.1 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 railway stations, at Caldicot, Chepstow and Severn Tunnel Junction in the south of the County and Abergavenny in the north. As part of the Cardiff Capital Region, Monmouthshire is set to benefit from the proposed South Wales Metro proposals. The local community in Magor Undy is at an advanced stage of campaigning for a new Magor Undy Walkway Station, close to the Community Hub building that has now received planning permission. The announcement to remove the toll charge on the Severn Bridge has already had a demonstrable impact on house prices and, anecdotally, on speed of sales.

2.17.2 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.

2.17.3 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. Other local projects to roll out Broadband into less accessible rural areas are being explored.

2.18 Our natural heritage

2.18.1 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. In addition, there is 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.

2.18.2 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.

2.18.3 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.

2.19 Our built heritage

2.19.1 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.

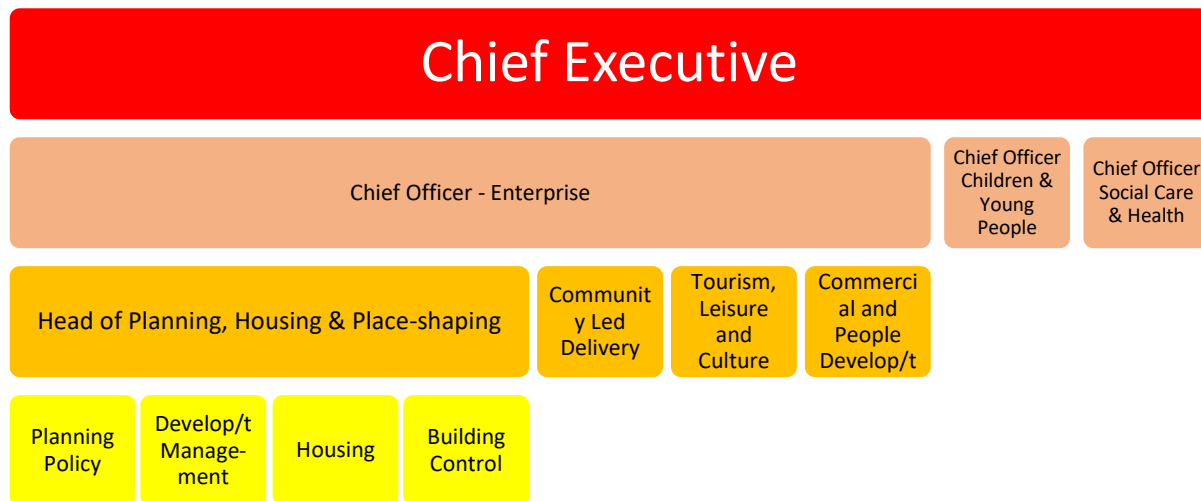
2.20.1 The LDP is heavily reliant on greenfield sites to deliver its development needs due to a lack of brownfield sites. Air quality in Monmouthshire generally meets current standards, although there are two Air Quality Management Areas (AQMA) within the County, where objective levels of nitrogen dioxide 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

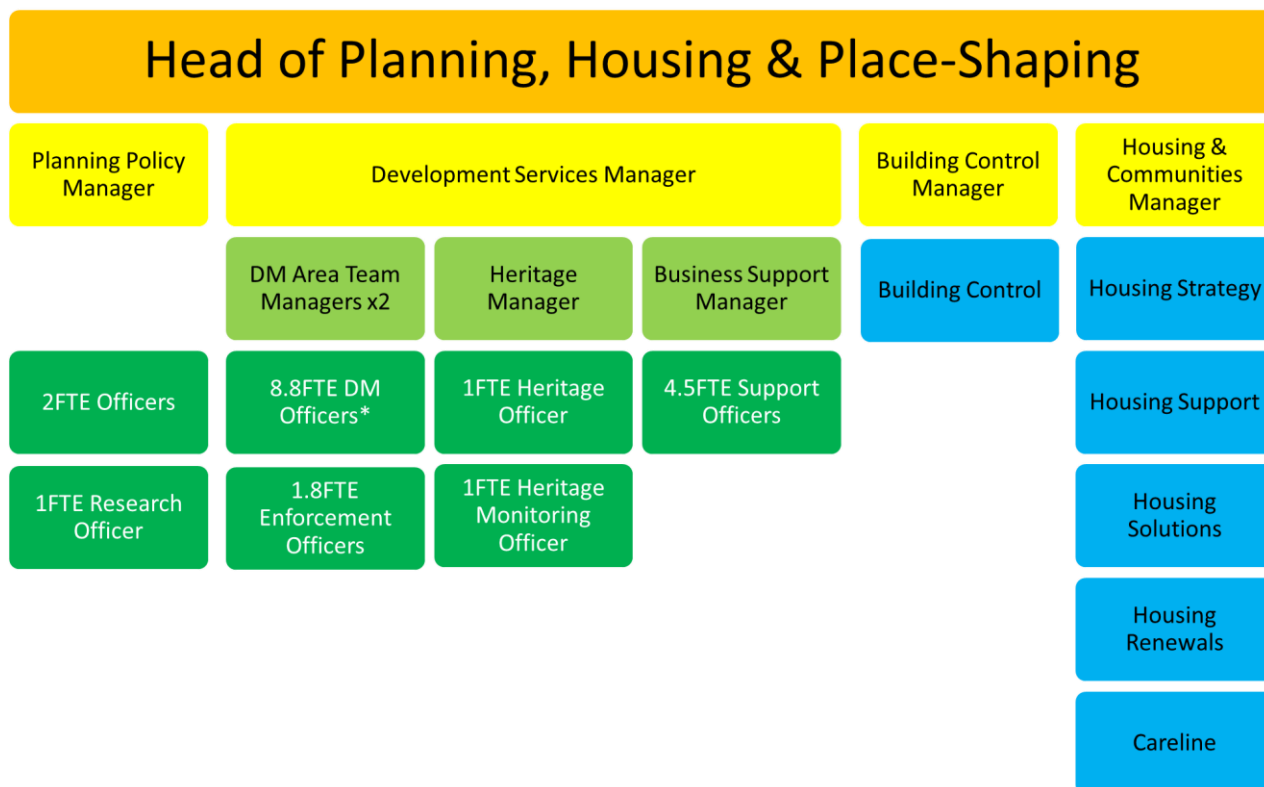
Organisational setting

3.1 During this reporting period, the Planning Service has undergone a number of significant changes, including a restructuring of management responsibilities within Planning Policy and DM. This has resulted in an increase in management capacity as a response to officer feedback, to better support colleagues, to enable succession planning and recognise talent, and to support service delivery improvements. The changes have primarily seen the retirement of the Planning Policy Manager (p/t) and a new full-time Policy Manager being appointed from within the existing Policy team, and the appointment of an additional DM Area Team Manager (Monmouth and South area DM Team), also from within the DM team, thereby rewarding in-house talent and providing career progression. Other changes have seen two staff in DM being away on maternity leave over the latter part of the year, only one of which was replaced owing to financial constraints.

Department structure and reporting lines for the 2017-18 reporting period



3.2 Planning Service staffing structure for the 2017-18 reporting period



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 significantly reduced 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 2014-15 and 2015-16, the DM team underspent by around £50k each year through underspends in respect of staff costs (gaps between posts being filled) and the Professional & Specialist Fees budget. In 2016-17 identified budget mandate savings of £40k for DM were not achieved - savings had been anticipated via extra planning application fee income for 2016/17 – however, application fee income fell from £626k for 2015/16 to £506k for 2016/17 owing to economic conditions. Savings (or increased income) for 2017/18 were then identified via an increase in pre-application advice fees (by £5k), a drive towards a paperless system (reducing printing and copying – leading to savings of £5k), the introduction of new fee earning services (fast track planning applications and pre-purchase / completion certificates, anticipated to earn £4k) and a reduction in the DM Professional & Specialist Fees element of the budget by £43k. Planning Policy set budget savings of around £17k for 2017/18, including a reduction in their Professional & Specialist Fees element of the budget. Owing to the reduction in planning application fee income over

2017/18 there was an over spend of £197,000 in the DM Team, whereas the Policy team underspent by £218,000, leaving an overall underspend of £21,000.

3.3.2 The income from major planning applications tailed off in 2017/18, but fee projection work means there will almost certainly be a much higher amount of income from application fees over 2018/19. This is anticipated to be received because of evidence from pre-application enquiries and from applications on the LDP strategic sites that are known to be on the horizon following on-going discussions with landowners and developers. The vast majority of these should be submitted during the 2018/19 financial year. Aside from the drop off in major application fees the service has made savings in terms of staff costs (some staff who left were not immediately replaced because of the need to run through recruitment processes) and because of an under-spend in the professional fees budget.

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 from time to time by the 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.

Following the recent management re-structure within the DM service and owing to the degree of change in the planning process and how customers access and use the service since the first review, the team is engaging in a systems thinking 'refresh' or revisit to refocus on where waste is occurring in our systems and where primary causes of variation are taking place so that these can be addressed and resolved, leading to a better customer experience. An Area DM Manager and a Senior DM Officer agreed to lead on this from autumn 2017 although this process has been slowed by the priority given to the introduction of our new planning application processing software which is, in itself, anticipated to reduce waste created by the existing, inefficient software system. This went live in April 2018.

3.3.3 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.

During this reporting period, we received 599 applications for pre-application advice and closed 619 compared to 503 in 2016/17:

- 77% were determined within the agreed timescale for pre-application advice;
- Over 2017/18, 203 planning applications stemmed from pre-application advice we gave. Of these 97% were approved. There were six applications that received pre-application advice that were subsequently refused or withdrawn. Five of these six applications did not follow the officer advice given at pre-application stage. Consequently, we have a 100% success rate of applications that went to decision stage and followed our pre-application advice.

In 2016/17 we were one of three pilot Authorities, trialling the involvement of Ward Members in pre-application discussions and we are continuing with this trial. Design Panels involving the Planning Committee Chairman, Vice-Chairman and a senior Planning Committee member together with the local ward member were arranged to discuss major proposals in Abergavenny, Caldicot and Monmouth. The first led to positive dialogue and engagement, and also amendments being made to the design proposals at a relatively early stage in the process, followed by a successful outcome at Committee. The other proposals are awaiting determination.

As part of the systems thinking revisit referred to in 3.3.2 above, it is intended to review our pre-application advice service to see how we can make this more effective for the customer and improve the timeliness of our responses. This is particularly important as we are looking to put in place fast track services for more complex proposals that will necessitate the Development Team approach. The Development Team approach is valued by customers as it provides a comprehensive service but it is more challenging to organise given the number of different officers involved.

3.3.4 Best practice benchmarking

We are involved in various regional and all-Wales working groups, which provide an important forum for identifying, learning from and sharing best practice, while recognising Monmouthshire's uniqueness. These groups include:

- Planning Officers' Society for Wales (POSW) (meeting of all Chief Planning Officers from Welsh LPAs; POSW is involved in benchmarking work among all Welsh local planning authorities undertaken for WG by the Planning Advisory Service (PAS) to understand the costs of running a planning service more accurately and comparably than CIPFA data;
- South East Wales branch of POSW (POS-SEW);
- 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 together with WG representatives, HBF, NRW and Welsh Water). Monmouthshire and Newport Councils jointly chaired this group during this reporting period, with Monmouthshire becoming the Chair Authority in January 2017;
- South East Wales Heritage Forum. Monmouthshire's Heritage Manager chaired this group during this reporting period.
- South Wales Enforcement Forum

- South Wales Development Management Group (meeting of the South Wales Development Management lead officers)

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, Housing & Place Shaping sat 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. This group appears to have been disbanded by the Welsh Government.

In addition, we hold monthly liaison meetings between the Planning Policy and Development Management teams to disseminate policy changes at national and strategic levels, to understand corporate strategies, to aid interpretation and implementation of the adopted Local Development Plan, and to review implementation of the LDP to help inform and shape the replacement LDP. This has provided a valuable forum to ensure a cohesive and consistent planning service is provided.

3.3.5 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 near Crick. The revenue from energy generation can be reinvested into providing valuable services to our citizens. The Corporate Business Plan includes a commitment to deliver a second solar farm.

The Local Development Plan includes four Council-owned sites as housing allocations. During this reporting period, a revised planning application has been approved for Coed Glas, Abergavenny while in June 2017 the Council's Planning Committee approved the proposed development at Rockfield Farm, Undy; pre-application community consultation was undertaken in relation to Crick Road, Portskewett and Chepstow Road, Raglan.

3.3.6 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) and is now almost complete.

3.3.7 Well-Being Plan

There are four well-being objectives forming part of the Monmouthshire Well-Being Plan, two relating to people and two relating to place:

People/Citizens:

- Provide children and young people with the best possible start in life
- Respond to the challenges associated with demographic change

Place/Communities:

- Protect and enhance the resilience of our natural environment whilst mitigating and adapting to the impact of climate change.
- Develop opportunities for communities and businesses to be part of an economically thriving and well-connected county.

In tandem with the Well-Being Act and the Well-being Plan the Council's Planning Service is committed to securing sustainable development in the public interest for the good of the County's citizens and its environment.

3.3.8 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. During this reporting period we have been involved in detailed pre-application discussions on the new Llanfoist cycle footpath bridge.

3.3.9 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. Collaboration on reporting functions and training has been undertaken with Torfaen Council. Setting up the new system has been very resource intensive but the system went live in April 2018.

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, although more work is needed to improve the customer offer in this area.

In 2017/18 we improved the planning applications search functions on our website to allow customers to self-serve more easily. We have also moved 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. We also introduced a Report It function on the web site so that the public could report possible breaches of planning control for the planning enforcement team to investigate.

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	£1,363,600	£572,000	£791,600	+£101,000 (+15%)
2017-18	£1,292,600	£430,100	£862,500	+£70,900 (+9%)
2018-19*	£1,369,500	£681,400	£688,100	-£174,400 (-20%)

*Budgeted figures are shown for 2018-19, actual figures are shown for the other years. The 2018/19 figure excludes Planning Policy's budget for Professional fees.

- 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 amounted to approximately £52,000 over 2017/18) as well as the Planning Service's newer discretionary services that are discussed below.
- 3.6 For 2016/17, planning application fee income had been 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 was not borne out, possibly in part owing to the new Welsh Government regulations requiring a mandatory Pre-application Community Consultation process for major applications; the impact of Brexit which has caused some economic nervousness and uncertainty in terms of investment as well as lending by banks; the lack of supply caused by skills shortages in the construction industry; the smaller number of volume house builders operating in South Wales (and thus their lack of flexibility to develop several major sites across South Wales concurrently); and challenges regarding the viability of sites allocated in the LDP, not anticipated at the adoption stage.
- 3.7 New regulations are in force allowing applicants to claim a fee refund if their application is not determined within 16 or 24 weeks of validation, or within 8 weeks or 16 weeks of an agreed deadline for household or other applications respectively. Every effort has been and 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. No refunds have been paid to date.
- 3.8 The fixed term Landscape Officer post, created for 2015-16 was renewed for a further 12 months to ensure our new Green Infrastructure supplementary planning guidance is

integrated into the planning application process as well as assisting the Heritage Team in responding to consultations for developments in conservation areas. That post is to be made permanent but this would be during the next reporting period.

- 3.9 Research by the Welsh Government identifies that application fees recover approximately 60% of the cost of dealing with planning applications, although work is currently being undertaken with the Planning Advisory Service to provide a more accurate picture of cost recovery across all Welsh planning authorities. 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 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 as was the case during 2017/18, underspend in other services was used to offset DM’s under-recovery of income, when economic and other circumstances resulted in a sudden drop in fee income, as explained in par 3.6 above.
- 3.10 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).

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Budgeted fee income	£473k	£490k	£525k	£633k	£668k	£694k	£681k
Actual income	£415k	£596k	£584k	£664k	£560k	£430k	

Staff resources

- 3.11 Staffing levels for the reporting period are shown in the chart at paragraph 3.2 above. Staffing levels in the planning service reduced by 5.2FTE between 2013 and the end of 2015/16. Workload increased during this same period (see table at paragraph 4.2). It was been recognised that resources were stretched too thinly and additional fee income was 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. During 2016/17 the 0.6FTE DM Officer was made permanent, an additional 0.5FTE DM Officer has been recruited, and the 1.0FTE Business Support Officer was made permanent (including upskilling the post-holder to enable her to deal with a caseload of minor applications). During 2017/18 there was an adjustment in management responsibilities to increase capacity in DM (responding to staff feedback for more the need for more day-to-day management in 1:2:1s) creating a new post of DM Area Management (Central & South areas) and re-designating the Planning & Enforcement Manager’s post as the other Area Manager (covering the North DM team and the Enforcement function). This allowed succession planning enabling the Planning & Enforcement Manager to work three days per week under the basis of flexible retirement. A 0.5 FTE Support Officer left the Authority and the post was made redundant to help meet DM team’s budget savings for

2018/19. Within the Policy team, one of the part time (0.5FTE) Policy Managers left the Authority during the previous reporting period and was replaced by a full time Policy Manager from within the existing team while the remaining part time manager (who is scheduled to retire in 2018/19) takes on a more specialised role focussing on CIL and s106 issues.

- 3.12 For the reporting period, sickness levels were low, with an average of 1.63 days per colleague lost due to sickness in the overall team. Team morale is good despite work pressures, including implementation of the new planning data base software.
- 3.13 Training and development opportunities provided for colleagues during the reporting period included Attendance Management and Well-being (managers), Policy/ DM working groups to review specific LDP policies since their adoption, and Green Infrastructure (the combined approach to landscape, biodiversity and ecology), including working out appropriate development thresholds for consultation with the GI team. This is in addition to in-house development opportunities provided via Development Management and Planning Policy Liaison Meetings. There has also been training for managers regarding the GDPR, cascaded to staff via team meetings. External training and development opportunities included attendance at events run by Frances Taylor Building Law on recent legal changes in planning law, an event to consider Planning Committee structures run by Welsh Government, the Value of Planning toolkit launch run by the RTPI and Arup and the RTPI Wales Planning Conference, June 2017. A Design Tour was held for Planning Committee Members in Spring 2017. An event was held in June 2017 for the new community council cohort (following elections in May 2017) regarding how to engage with the planning process which was run by Planning Aid Wales and supported by senior officers in Planning Policy and DM. A joint Member - Officer seminar was held on Understanding and achieving good modern design and new housing layouts led by the Design Commission for Wales.
- 3.14 100% 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:

- Providing a Report It function on our web pages to enable customers to report potential breaches of planning control to our enforcement team;
- Coaching and supporting the two new colleagues within the Heritage team to ensure that team's busy caseload is managed effectively. The Senior Heritage Officer is working towards his ICMH membership and securing Cadw delegation, while the Council's Heritage Manager is working with Cadw to secure delegation for Grade II* Listed Buildings;
- Adopting supplementary planning guidance (SPG) on the interpretation and implementation of LDP policy, including 1) Sustainable tourism accommodation SPG and 2) Rural building conversions
- Developing new bespoke application services including fast track householder planning applications, listed building consent and certificates of lawfulness, as well as pre-purchase certificates and completion certificates;
- Providing more day to day management capacity for the DM team to support officers manage their workload and to provide succession planning;
- Securing planning permissions for three of the LDP's strategic housing sites at Deri Farm, Mardy (near Abergavenny), Fairfield Mabey, Chepstow and Rockfield Farm, Undy, as well as major housing proposals at Oakley Way, Caldicot and land off Rockfield Road, Monmouth, together with approval of a new major storage facility at Magor Brewery.
- Working with a Building Preservation Trust to seek to secure the restoration of a Listed Building at Risk including a CPO;
- Bedding in and implementation of the Green Infrastructure SPG. This SPG is the first of its kind in Wales, and has broken new ground to fill an identified gap in guidance for developers and planners. There is considerable interest in the new SPG from stakeholders, including the Welsh Government and Natural Resources Wales and other local authorities. Crucially, it is having a tangible positive influence on Monmouthshire's landscapes and GI assets by encouraging higher quality planning applications. A review of 25 planning applications has been undertaken to evaluate the effectiveness of the SPG which has quite clearly showed the added value, as well some challenges/lessons to be learnt. The Green Infrastructure and Countryside and Planning Policy teams collaborated in the development of the SPG; it was subsequently submitted for the Landscape Institute Awards in November 2015 where it was "Highly Commended" with judges commenting that it is; "A practical and very comprehensive tool to encourage consideration and application of Green Infrastructure in planning." It was also a shortlisted finalist for the 2016 RTPi Wales Planning Awards.
- A new Destination Management Plan has been developed and approved following a review of the previous plan and is based on Monmouthshire's best prospects for tourism growth as well as extensive consultation with stakeholders.

4.2 Application caseload has increased since the previous reporting period, and while the number of applications determined decreased, this can be explained by the fact that applications were not determined for the last two weeks of March owing to the transition to

our new Uniform planning applications data base system. The proportion of approvals remained constant at 95%. During 2017-18, 95% of applications were determined under delegated powers (Wales's average 93%).

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Applications received	987	983	1173	1284	1117	1188
Applications determined	874	852	1053	1085	1087	1071
% within 8 weeks or agreed timescale	45%	70%	76%	79%	90%	91%
% applications approved	94%	93%	95%	95%	96%	95%

- 4.3 During this reporting period, we received 599 applications for pre-application advice and closed 619 compared to 503 in 2016/17. 77% were determined within the agreed timescale for pre-application advice. Over 2017/18, 203 planning applications stemmed from pre-application advice we gave. Of these 97% were approved. There were six applications that received pre-application advice that were subsequently refused or withdrawn. Five of these six applications did not follow the officer advice given at pre-application stage. Consequently, we have a 100% success rate of applications that went to decision stage and followed our pre-application advice. The conclusion is that the pre-application advice service is working well but we need to analyse whether the service is leading to quicker decision making. This will be reviewed as part of the continued Systems Thinking revisit (APR Actions 1 and 3).
- 4.5 A key area of work has been the development of new, bespoke services. The most popular of these has been the Fast Track services for householder applications, lawful development certificates (LDCs) (existing and proposed) and listed building consent.
- 4.5.1 The Fast Track service accelerates the administration and processing of the application for a small additional charge. The offer is that Fast track applications are determined within 28 days following the submission of a valid application. There is an £85.00 additional fee (so £275 in total). A valid application is defined as outlined within Welsh Government Circular 002/12. In the unlikely event of not being able to achieve this target or agree a short extension of time (no more than 5 working days) we will refund the fast track service fee.
- 4.5.2 The Pre-purchase certificate is a discretionary service aimed at people looking to buy a property in Monmouthshire. The application would provide the applicant with i) a planning history search; ii) details of planning permissions; ii) listed building consents and iv) enforcement history relating to identified breaches of planning control (this would not relate to unsubstantiated complaints). This service would include a site visit and identify

whether there are any breaches of planning control and whether or not any breaches would be enforceable. The certificate confirms that any approved development at the site, up to the point of the request, has been carried out in accordance with approved plans and that there is no breach of planning control at the site. The fee for this service is £180 and we aim to provide a written response within 28 days. This service looks at compliance with all types of planning permissions including listed building consent: it does not provide a substitute to Lawful Development Certificates.

4.5.3 The other discretionary service we offer we provide is a Certificate of Completion. The certificate will indicate whether or not the planning permission and/or Listed Building Consent applied for has been carried out in accordance with the approved plans, and also it would confirm the status of all planning conditions and any approved amendments if applicable. The purpose of this service is to offer support to applicants, agents or any other interested party that the works are appropriate and acceptable once they have been built. If there is an issue of noncompliance this will be brought to the applicant's attention and an opportunity provided for the breach of planning control to be rectified. The service includes a site inspection and desk based research and investigation. The fee for this service is £120 for each application number requiring a certificate and we will aim to provide a written response within 28 days. Where a Listed Building and planning application were required for the same development, this will be treated as one application.

4.6 These discretionary services have been in place since 1st July 2017 (they were rolled out slowly but have quickly gathered pace). The below table outlines the take up of these services and the amount of income that the additional services have generated. We are seeking to increase this with wider marketing.

Type of service	Number of applications/enquiries complete 01/07/17 to 31/03/18	Income generated
Fast track householder applications	36 (1 refund to date - Local member called application to Planning Committee)	£3060.00
Fast track certificate of lawful development	Existing - 0 Proposed – 8	£760.00
Pre purchase certificates	5	£900.00
Completion certificates	4	£480.00
Fast track listed building applications	8	£2200.00
	Total	7, 400.00

4.7 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 what is measured as an enforcement case and the definition of when a case is 'resolved'. While 2016/17 saw a significant rise in workload, the change in definitions suggest that this was a peak, although it is difficult to compare what are two different measures. The appointment of a new manager in the Enforcement Team in the early part of 2018/19 has given us the opportunity to review the service's structure and its work practices to ensure the demand on this small but important team is carefully managed (Action 1).

Annual Monitoring Report

4.8 The Council adopted its Local Development Plan in February 2014 and our third LDP Annual Monitoring Report (AMR) was submitted in October 2017 to cover the 2016-17 period. Our third AMR identified that although good progress had 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 were not being met which indicated that these policies were not functioning as intended. The continued lack of a 5 year housing land supply remained a matter of concern that needed to be addressed if the Plan's housing requirements are to be met. The AMR recommended an early review of the LDP was necessary because of the housing land supply shortfall. As there were no concerns with other Plan policies at that stage the AMR also concluded that it was not necessary to review other aspects of the Plan at this time.

4.9 For this APR period the Council's housing land supply was below 5.0 years, at 4.0 years. We now know that the supply (as at 1 April 2018) is 3.9 years. To build the 4500 home target in the LDP, 679 completions are required every year from 2017/18 until 2021. This compares with actual completions over the last ten years averaging approximately 250 dwellings per year. There are three main factors causing this problem: allocated sites have been slow to come forward and then secure planning permission; 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 are commencing work on a replacement LDP. Non-allocated housing sites are also being looked at on their merits in accordance with national planning policy, and sites at Rockfield Road, Monmouth and Grove Farm, Llanfoist were been approved (outline) by Members within the reporting period. A site at Mounton Road, Chepstow was refused due primarily to its Green Wedge designation. Further non-allocated sites will inevitably come forward in the next reporting periods, based on their suitability and subject to strict criteria based on environmental / amenity acceptability and deliverability. Our housing trajectory evidence shows that by the end of the adopted LDP's plan period (December 2021), we will be 961 homes below the LDP target, of which 337 are affordable. Given our significant housing prices, affordable housing need, and increasingly imbalanced demography this is of significant concern.

4.10 As at March 2018, the status of the strategic sites is as follows (more detailed information is available in the Council's 2018 JHLAS and AMR):

4.10.1 Deri Farm, Abergavenny (SAH1):

Deri Farm, Abergavenny (SAH1):

Persimmon Homes submitted a full application (DC/2014/01360) for 250 residential units (201 market and 49 affordable units) in November 2014. The progress of the application was slower than anticipated due to significant issues relating to site viability and negotiation with Western Power regarding pylon undergrounding. However, these issues were subsequently resolved, the application was approved during the current monitoring period (January 2018) and works on site have commenced.

The agreed 2017-2018 JHLAS expects the site to deliver 179 units within the Plan period with the first completions in 2018/19.

4.10.2 Crick Road, Portskewett (SAH2):

This site is currently owned by the Council and is allocated for 285 residential units and 1ha of serviced land for business and industrial development. A master planning consultation exercise to consider various options for the site was undertaken during the 2015-2016 monitoring period, along with various pre-application meetings over the 2016-2017 monitoring period. Further pre-application meetings and a formal Pre-Application Community Consultation have also taken place over the current monitoring period. The Pre-Application Community Consultation related to up to 300 residential units, of which 25% for affordable housing, along with a care facility. It is intended to replace the employment allocation with the care facility. It is anticipated that an outline planning application will be submitted during the next monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 120 units within the Plan period with the first completions in 2019/20.

4.10.3 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), small scale retail/food and drink floorspace (Use Classes A1 and A3) and multi-functional green and blue open space. Progress with the application has been slower than anticipated due to various matters, including highways issues (Welsh Government Highways Division had a holding objection on the application for 18 months). However, the outstanding issues have since been resolved and the site gained outline planning permission for 450 units (432 market and approximately 18 affordable units on 1.5 acres of the site) in November 2017.

The agreed 2017-2018 JHLAS expects the site to deliver 150 units within the Plan period with the first completions in 2019/20. We are discussing our first Planning Performance Agreement with the site developer.

4.10.4 Wonastow Road, Monmouth (SAH4):

Outline permission was granted for up to 370 dwellings and 6.5ha 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 (238 market and 102 affordable units) which was granted permission during November 2015 with the

first completions (21 dwellings) recorded on the site during the 2016-2017 monitoring period. A further 87 dwellings have been completed during the current monitoring period.

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 this 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. However, discussions are ongoing in relation to the possibility of providing an alternative access for construction traffic to enable the site to be developed more quickly.

The agreed 2017-2018 JHLAS expects the site to deliver all 450 units within the Plan period.

4.10.5 Rockfield Farm, Undy (SAH5):

This site is currently owned by the Council and is allocated for 270 residential units and 2ha of serviced land for business and industrial use. An outline planning application was submitted in July 2016 (DC/2016/00883) for 266 units and 5,575 sq. m of employment land (B1 use). For the purposes of the AMR 265 units (198 market and 67 affordable units) are recorded as a net gain, the existing farmhouse has a residential use and is being demolished so has been taken off the overall figure. Progress with the site has been slower than anticipated due to various issues, including archaeology. These issues have, however, been resolved and the outline application was approved in March 2018.

The agreed 2017-2018 JHLAS expects the site to deliver 163 units within the Plan period with the first completions in 2019/20.

4.10.6 Land at Vinegar Hill, Undy (SAH6):

This site for 225 residential units is linked to the adjacent Rockfield Farm site and was expected to progress in tandem. However, the developer has not yet submitted an application. There has, however, been some progress over the current monitoring period and a pre-application meeting is due to be held to discuss the progress of the site during the next monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 110 units within the Plan period with the first completions in 2019/20.

4.10.7 Former Paper Mill, Sudbrook (SAH7):

A 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 had been a number of site viability issues associated with this application meaning that progress with the application has been slower than anticipated. However, these issues were subsequently resolved and the application was approved in the previous monitoring period (November 2016). The site was cleared over the previous monitoring period and is currently under construction. A total of two completions were recorded over the current monitoring period.

The agreed 2017-2018 JHLAS expects the site to deliver 140 units within the Plan period with the first completions in 2019/20.

- 4.11 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. The Council's approach to viability debates has now been established, and the links between a project management approach to these applications with LDP delivery are understood.
- 4.12 In October 2015 the Council's Economy and Development Select Committee 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. The SPG was adopted during this reporting period and is now widely used by DM officers to consider proposals for sustainable rural tourism. The AMR shows that the clarity provided by the SPG has had a positive impact on tourism-related proposals coming forward and being approved.

Service Plan priorities for 2017-18

- 4.13 The Service Plans for the Development Management and Planning Policy areas identified the following priority actions:
- Replace the M3 planning application data base with a new fit for purpose software system – the new Uniform system went live in March/ April 2018
 - Improve the web site experience for our customers. Information regarding the DM team's new discretionary services, including fast-track applications and pre-purchase certificates was added to the team's web pages, as were revisions to the pre-application advice service; changes were also made to comply with the General Data Protection Regulations.
 - Introduce service improvements and enhancements to improve customer experience of the DM service and to generate increased income – including fast track pre-application advice for more complex proposals, fast track householder, listed building consent and certificates of lawfulness applications, a pre-purchase and completion certificate service for those purchasing property in the County – these were made available to customers from July 2017 and take up of the fast-track service for householders has been significant.
 - Review the pre-application advice service to verify it is adding value, reducing waste and is valued by customers – this has been monitored to a degree and suggests the system is working well but more analysis is anticipated in the next reporting period as the Uniform project that was made a priority takes up less of the team's resource.
 - Prepare LDP Review Report - the final Review Report was reported to Full Council on 19th March 2018 where Council approved the commencement of a full revision of the Monmouthshire LDP. At the same meeting, Council endorsed the Draft Delivery Agreement for targeted consultation with specific consultation bodies. Targeted consultation on the Draft Delivery Agreement commenced 21st March 2018. In addition,

at the same Council meeting, Council formally resolved to be part of the South East Wales Strategic Development Plan.

- Prepare, consult and adopt Supplementary Planning Guidance (SPG). 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 Sustainable Tourism Accommodation and Rural Building Conversions.
- Work towards adopting a Community Infrastructure Levy. The CIL Draft Charging Schedule was completed during the 2016-17 monitoring period. The findings of the national CIL Review were also published during the 2016-17 monitoring period which recommended fundamental changes to the CIL process. Consequently, the implementation of CIL in Monmouthshire was deferred pending the outcome of the Government's response to the CIL Review. The Chancellor's Autumn Statement (2017) in response to the CIL Review was inconclusive. It suggested some changes to legislation but no fundamental change. In addition, CIL is being devolved to the Welsh Government, which has not yet given any indication of its intentions regarding the measure. CIL adoption/ Implementation is thus still deferred (the progress of the CIL and any subsequent implications for the LDP will be given further consideration in successive AMRs where appropriate);
- Cross-departmental working to ensure corporate plans and activities align with the LDP. This priority is on-going, although significant steps have been taken to improve cross-departmental working relationships, including work on s106 agreements, green infrastructure and the City Deal.

Local pressures

4.14 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 seeking to achieve a five year housing land supply;
- Consideration of whether to adopt and implement CIL;
- Securing timely consultation responses from consultees, both internal and external;
- The work associated with the review of the adopted LDP having regard to the current Plan's expiry date in 2021;
- The need to help resource and deliver the Strategic Development Plan for SE Wales;
- Constant change caused by successive new legislation, national planning policy and procedures;
- Increasing workload as the economy recovers and customer expectation of the service rises but with limitations on budgets to resource the service;
- Career and training support for staff in the light of limitations on budgets.

4.15 One of our key challenges is balancing our aim of creating quality places in a timely manner while ensuring schemes are viable and help deliver housing numbers. We are, however, clear that quality is more important than quantity. The introduction of a place-making emphasis in the draft PPW10 is welcomed, although it is regrettable that the draft new format results in the loss of the many positives of PPW9, which is clear and user-friendly.

Actions from our previous APR

4.16 Our 2016/17 Annual Performance Report identified three actions:

Action 1: Systems Re-visit to improve customers' experience of our service and to improve our end-to-end performance in dealing with pre-application advice and planning applications

Action 2: Roll out training for our new Development Management database software for all Planning Service staff

Action 3: Streamline enforcement processes following a triage system to reduce the time taken to resolve cases

Action 4: Arrange a training seminar on planning enforcement for Town and Community Councils via the new area-based clusters (to be arranged via Planning Aid Wales)

Action 5: Absorb the results of the Planning Advisory Service (PAS) Benchmarking exercise to learn from areas of good practice across Welsh planning authorities and put those into practice, where feasible.

4.17 Actions 1 and 2 resulted from the desire to ensure we provide a timely service for our customers in delivering planning outcomes. Although the performance in 2016/17 was good in determining applications within agreed timescales (moving from amber to green), this was seen as an area for potential improvement and we proposed to undertake a 'Systems Revisit' to assess how much waste was in our processes and to understand if there were common themes as to why applications were not being determined within a timely fashion. There should also be reductions in waste in our systems and time savings to be made by the implementation of our new Idox Uniform database for the DM service (Action 2). Action 5 also overlapped into making our application processing more efficient in that we may have been able to identify good practice from the benchmarking exercise being carried out across Wales in association with the Planning Advisory Service, the results of which had been anticipated expected in Autumn / Winter 2017.

4.18 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 reduce this risk by agreeing extended deadlines, which we do to good effect. Customers, however, will not be willing to agree a time extension if they cannot see a timely conclusion being reached or have previously received poor service.

4.19 Action 1 was commenced and work was carried out to identify where our customer demand was focussed. As a result of this a web team was set up from within the DM team to seek to reduce day-to-day demand on officers by helping customers to self-serve using an improved and more sophisticated web site. This work is on-going in conjunction with the Council's Digital Team and substantial redesign of the DM team's web pages should be implemented within the next reporting period.

- 4.20 Action 2 has been implemented following the Go Live of the new Uniform software from March / April 2018. The Idox Uniform Implementation team made up of members of the DM Team, spent considerable time in developing a series of comprehensive guides to the different stages required to process an application for pre-application advice and planning applications. DM, Heritage and Enforcement officers have all benefited from the training guides and the transition to the new system has been smooth. Feedback from officers is that the system is easier to use and more efficient than the old M3 software (there is more automation and fewer steps to produce documents).
- 4.21 In respect of Action 3, this was instigated following a surge in enforcement cases in 2016/17 and mixed performance under some the previous enforcement measures in that reporting period, which have since been amended following work undertaken by Welsh Government Planning and a POSW officer performance indicator sub-group. Key stages of the triage system, piloted by Swansea Council have been implemented, but in the meantime, following the appointment of a new enforcement manager early in 2018/19 it has been decided to undertake a more holistic systems review of the Council's the Enforcement team in the next reporting period. This should determine whether the structure and working methods are appropriate given the demands of this small but important team. This aspect will be reviewed within the next APR.
- 4.22 Action 4 was delayed given the timing of the local elections in May 2017 and thus the election of a new cohort of community and town councillors who would benefit from enforcement related training – this being arguably the most controversial and misunderstood aspect of Development Management. Monmouthshire volunteered as a pilot authority to undertake the training and took place in May 2018 following Planning Aid Wales's appointment of a new Chief Executive. The training was well attended by over thirty community and town councillors and was well received. It was particularly useful in conveying to the councillors the practical and legalistic aspects of the enforcement system and how protracted timescales can be to reach a positive outcome for the community.
- 4.23 As regards Action 5, the Planning Advisory Service's work on cost benchmarking for the Welsh planning authority services has been delayed and the outcome of Phase 1 of the work has not yet been published. This is intended to be followed up by a phase 2 work area that the Council's Development Services Manager is to be involved in.

5.0 WHAT SERVICE USERS THINK

What matters to our customers/citizens?

- 5.1 Between 2010 and 2012 the Council's DM team 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 do not want too many conditions 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/stakeholders 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 reported in the 2015/16 APR.

Planning Applications Customer Survey

- 5.5 In 2017-18 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year. The survey was sent to 426 people, 9% of whom submitted a whole or partial response. The majority of responses (66%) were from members of the public. 3% of respondents had their most recent planning application refused.
- 5.6 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.

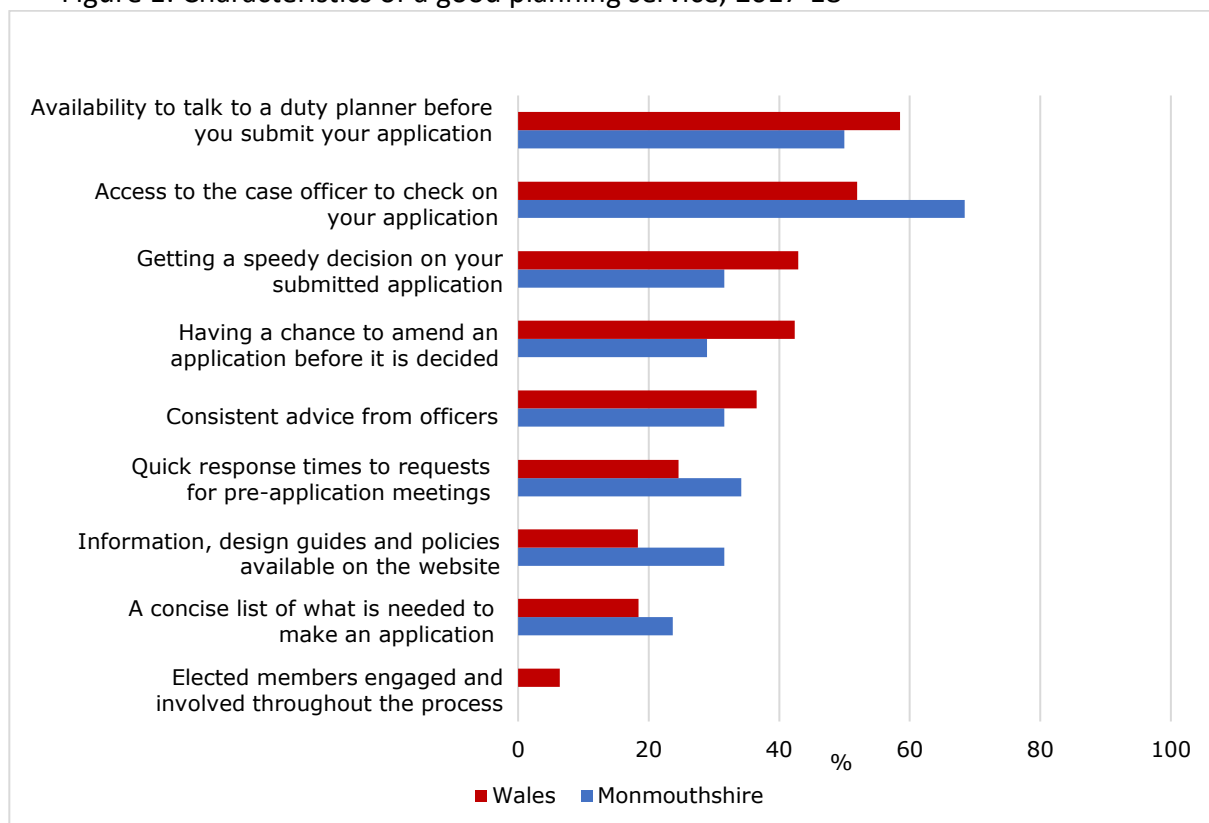
5.7 Table 1 shows the percentage of respondents that selected either ‘tend to agree’ or strongly agree’ for each statement for both our planning authority and Wales.

Table 1: Percentage of respondents who agreed with each statement, 2017-18

Respondents who agreed that:	Monmouthshire LPA %	Wales %
The LPA applies its planning rules fairly and consistently	62	55
The LPA gave good advice to help them make a successful application	73	60
The LPA gives help throughout, including with conditions	69	52
The LPA responded promptly when they had questions	69	62
They were listened to about their application	80	60
They were kept informed about their application	71	52
They were satisfied overall with how the LPA handled their application	74	63

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 the percentage of respondents that chose each characteristic as one of their three selections. For us, 'having access to the case officer to check on applications' was the most popular choice.

Figure 1: Characteristics of a good planning service, 2017-18



5.8 Direct comparison is not possible because the feedback is from different customers to last year, however overall satisfaction increased slightly to 74% (it was 73% during 2016/17),

well above the Welsh average of 63%. 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.

- 5.9 The one indicator where satisfaction had declined related to us providing good advice to help the applicant or agent make a successful application. This declined from 80% to 73%. The Welsh average for this question in the 2017/18 survey was 60%, which suggests we are still performing well. The action to review the pre-application advice service will help to conclude whether we can make improvements to this element of the service. Further consideration is needed of this data, because the evidence shows we provided more pre-application advice in this reporting year, and had a 100% success rate where customers followed our advice.
- 5.10 In addition to this customer survey, we seek and act upon customer feedback. We have received some feedback during the year and there is a clear message that communication with customers is key to providing a good service. 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, often well above. This reflects our willingness to work with the applicant to try to achieve a positive outcome.
- 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.
- 5.12 The top three characteristics identified by Monmouthshire's customers as being important are:
- Access to the case officer to check on your application
 - Availability to talk to a duty planner before submitting an application, and
 - Quick response times to requests for pre-application meetings
- These results illustrate the areas of most importance to our customers and therefore guide how we should focus our resources and attention. These priorities match very closely the customer priorities identified in 2012 as part of the Systems review (see paragraph 5.2).
- 5.13 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:
- "Approachable and professional."
 - "This past five years has seen 6 applications. All of these have been dealt with efficiently and effectively."
 - "All staff always very helpful and general service is very good - there is one senior planning officer who does not reply to voicemail messages or e mails and you have got to constantly chase him to get information which is extremely frustrating but he is not representative of the general service levels offered by this LPA or its staff."

5.15 In addition to the above survey, the number of formal complaints and letters offering compliments are recorded. There were five complaints received over 2017/18, compared to seven in 2016/17. None led to Stage 2 Complaint recommendations to remedy justified complaint. The one Ombudsman complaint stemmed from a long-running enforcement case which the Council had been seeking to resolve regarding disposal of manure at a riding stable. The matter has since been resolved in an Inspector's appeal decision where the waste was considered to be acceptable in situ. We received two recorded compliments over 2017/18 compared to nine over the previous period.

	2013/14	2014/15	2015/16	2016/17	2017/18
Number of Stage 1 formal complaints received	17	9	5	5	4
Number of Stage 2 formal complaints investigations received	11	5	2	2	1
Number of Stage 2 complaints upheld or partially upheld	4 partially upheld	3 partially upheld	0 upheld	0 upheld	0 upheld
Number of Ombudsman complaints upheld or partially upheld	1 partially upheld	0	0	0	1 upheld
Number of compliments received	3	4	2	9	2

5.16 Overall, customer satisfaction has improved and we rank above the Wales average in every category of the customer survey, the number of formal complaints received has dropped over the last three reporting periods, with none upheld for the last three years. These are very good results, but quality customer service continues to be a service and organisation priority so the momentum and desire to improve remain.

6.0 OUR PERFORMANCE 2017-18

- 6.1 This section details our performance in 2017-18. 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

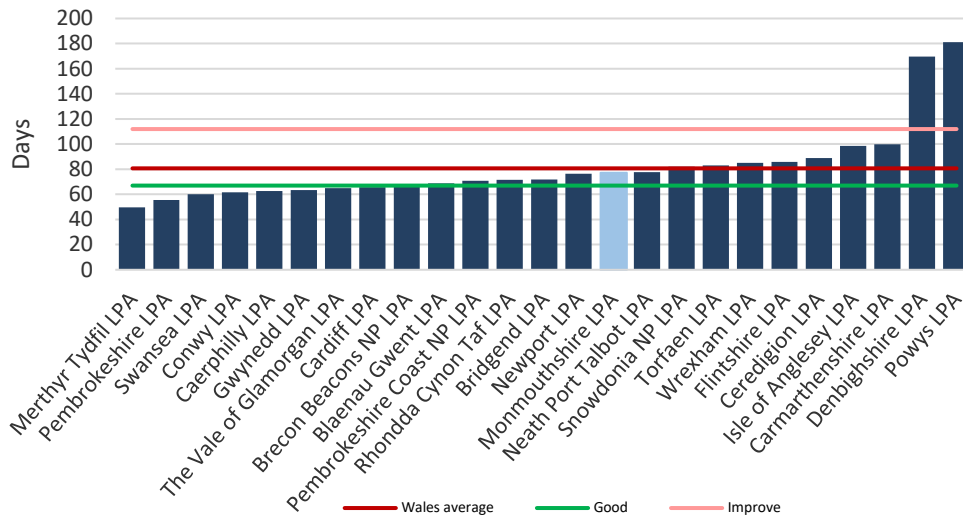
- 6.3 As at 31 March 2018, we were one of 22 LPAs that had a current development plan in place. We are required to submit an Annual Monitoring Report in October 2018. This document has been prepared and is being submitted to Welsh Government by 31st October 2018.
- 6.4 During the APR period we had 4.0 years of housing land supply identified, making us one of 18 Welsh LPAs without the required 5 years supply. We now know that our housing land supply has since dropped to 3.9 years: this is a common theme for Authorities throughout Wales and a matter that requires investigation. Part of the problem is structural issues in the supply of land, development finance and the house building industry. In Monmouthshire our issue is primarily that sites have not come forward as quickly as anticipated: we do not have a notable issue with land-banking by developers nor do we have any sites that are wholly unviable. Some of our smaller 60% affordable housing sites in Main Villages have not come forward due to land-owners having unrealistic aspirations for their land value. While this has impacted upon delivery of that rural affordable housing policy, it has not impacted significantly on overall housing supply due to the low numbers in question. Welsh Government has now embarked on a review of the delivery of housing in Wales to investigate ways of speeding up new quality housing. Further commentary on our land supply is provided in the Local Development Plan Annual Monitoring Report.

Efficiency

- 6.5 In 2017-18 we determined 1,071 planning applications, each taking, on average, 77 days (11 weeks) to determine. This compares to an average of 81 days (12 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year. 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, although we still perform better than the Welsh average for end-to-end performance in determining all applications.

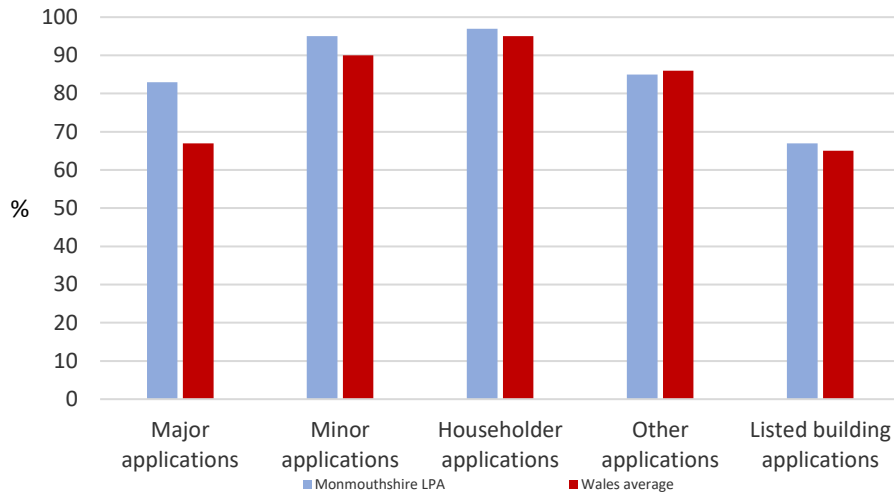
Figure 2: Average time taken (days) to determine applications, 2017-18



6.6 91% of all planning applications were determined within the required timescales. This compared to 89% across Wales and we were one of 22 LPAs that had reached the 80% target.

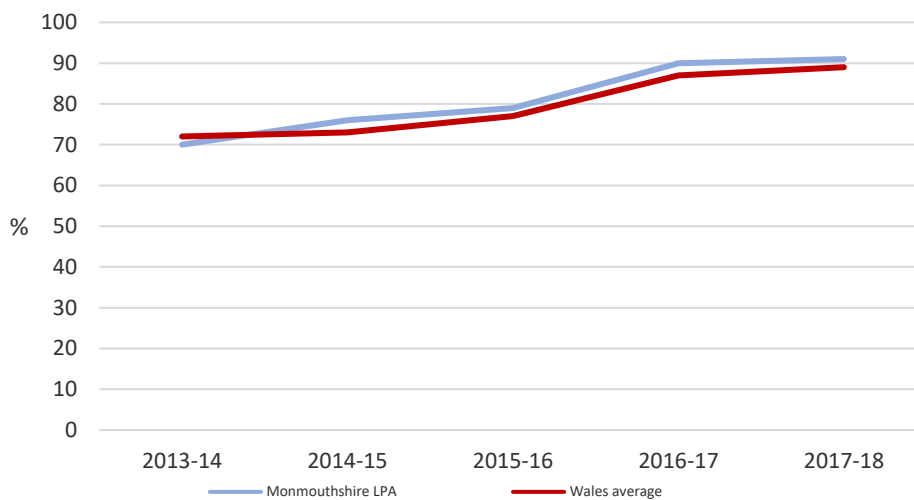
Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 97% of householder applications within the required timescales. We also determined 67% of Listed Building Consent applications within the required timescales.

Figure 3: Percentage of planning applications determined within the required timescales, by type, 2017-18



6.7 Between 2016/17 and 2017-18, as Figure 4 shows, the percentage of planning applications we determined within the required timescales increased from 90%. Wales also saw an increase this year.

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



Over the same period:

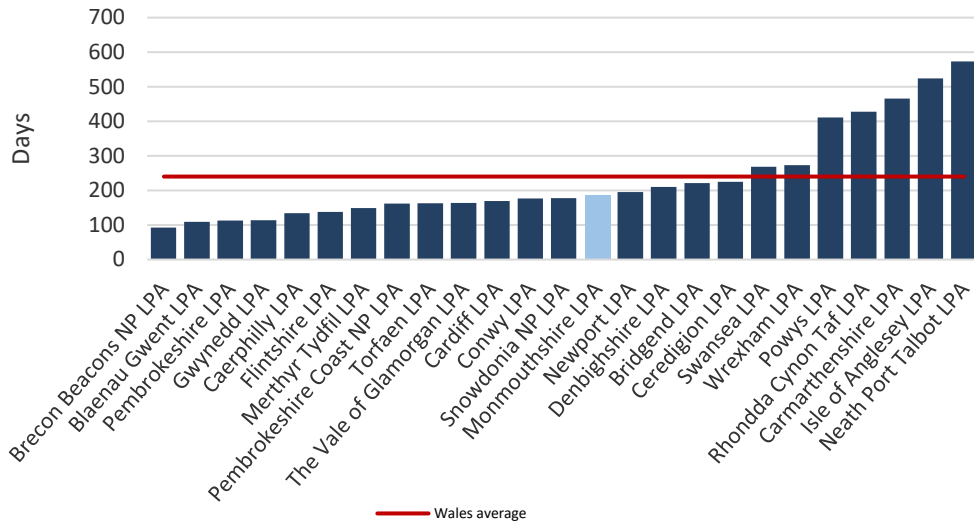
- The number of applications we received increased by 71 applications;
- The number of applications we determined decreased by 16 applications; and
- The number of applications we approved increased.

6.8 The slight drop in the number of planning applications we determined can be explained by the fact that for the final two weeks of March 2018, no planning applications were determined because the Planning Service’s new planning application database was being implemented.

Major applications

6.9 We determined 12 major planning applications in 2017-18, none of which were subject to an EIA. Each application took, on average, 188 days (27 weeks) to determine. This compares to 321 days over 2016/17 so is a substantial improvement. As Figure 5 shows, this was shorter than the Wales average of 240 days (34 weeks).

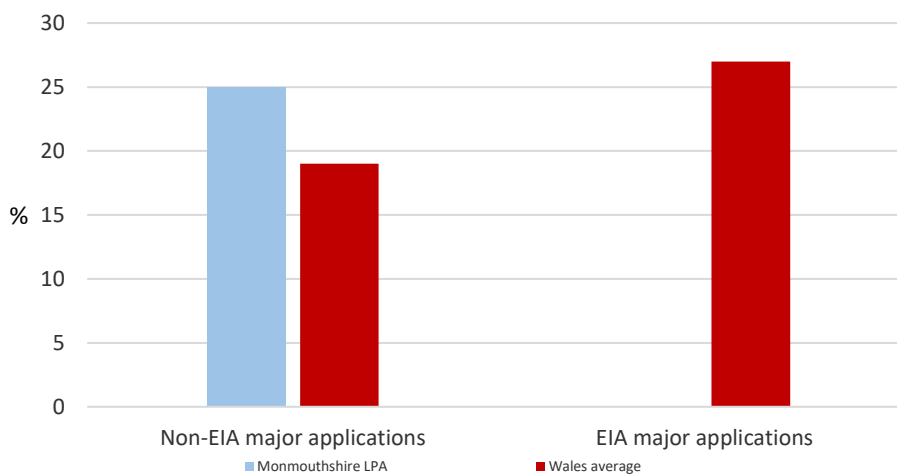
Figure 5: Average time (days) taken to determine a major application, 2017-18



6.10 83% of these major applications were determined within the required timescales, compared to 69% across Wales.

6.11 Figure 6 shows the percentage of major applications determined within the statutory 8 week timescales by the type of major application. 25% of our 'standard' major applications i.e. those not requiring an EIA, were determined within that period during the year.

Figure 6: Percentage of Major applications determined within the required timescales during the year, by type, 2017-18

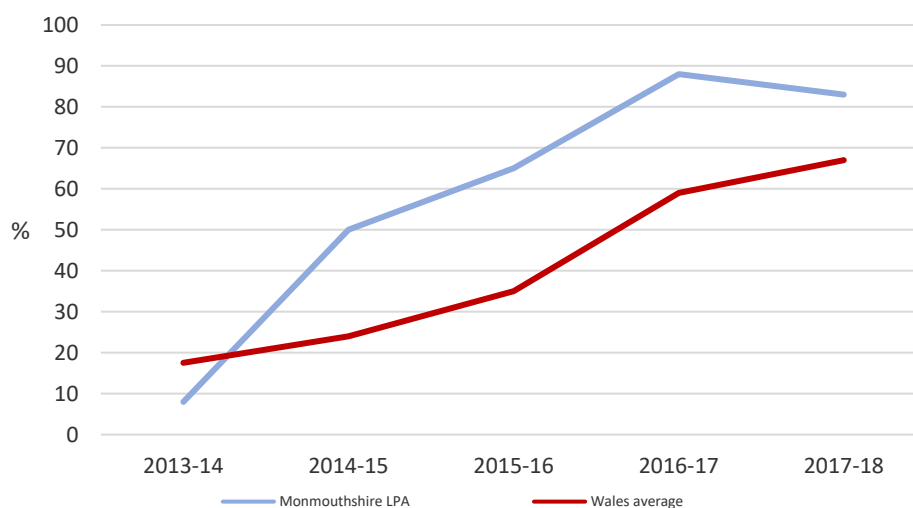


6.12 Since 2016-17 the percentage of major applications determined within the required timescales had decreased from 88% to 83%. Similarly, the number of major applications determined decreased as had the number of applications subject to an EIA determined during the year. The figure of 83% determined within the agreed period was well above the Welsh average of 67.4%.

6.13 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.

6.14 It can be seen that we have consistently performed above the Welsh average on this measure since 2013/14. 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 7: Percentage of major planning applications determined within the required timescales



6.15 Over the same period:

- The percentage of minor applications determined within the required timescales increased from 92% to 95%;
- The percentage of householder applications determined within the required timescales increased from 95% to 97%; and
- The percentage of other applications determined within required timescales decreased slightly from 86% to 85%.
- The level of approvals remained high at 95% (over 2016/17 it was 96%)

6.16 This shows a very good level of performance over the period.

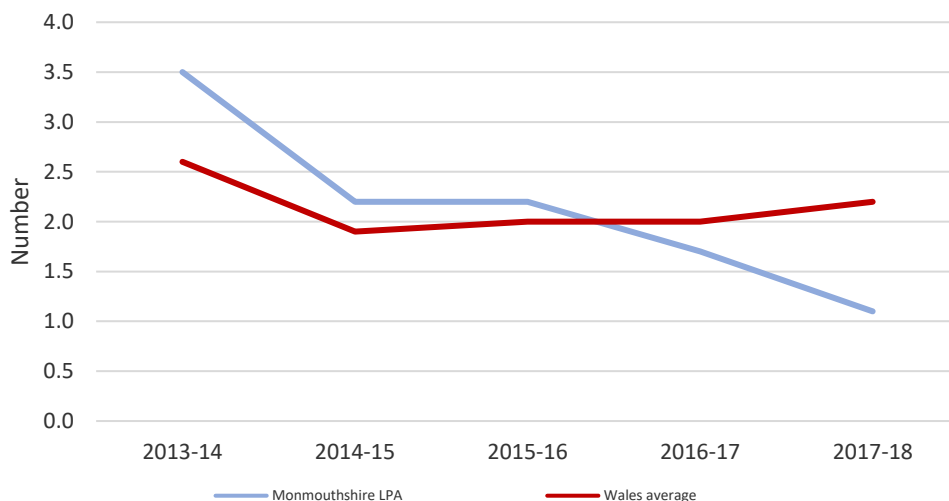
Quality

6.17 In 2017-18, our Planning Committee made 55 planning application decisions during the year, which equated to 5% of all planning applications determined. Across Wales 7% of all planning application decisions were made by planning committee. Unlike most Authorities, Monmouthshire has a Delegated Panel system in operation whereby most 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.

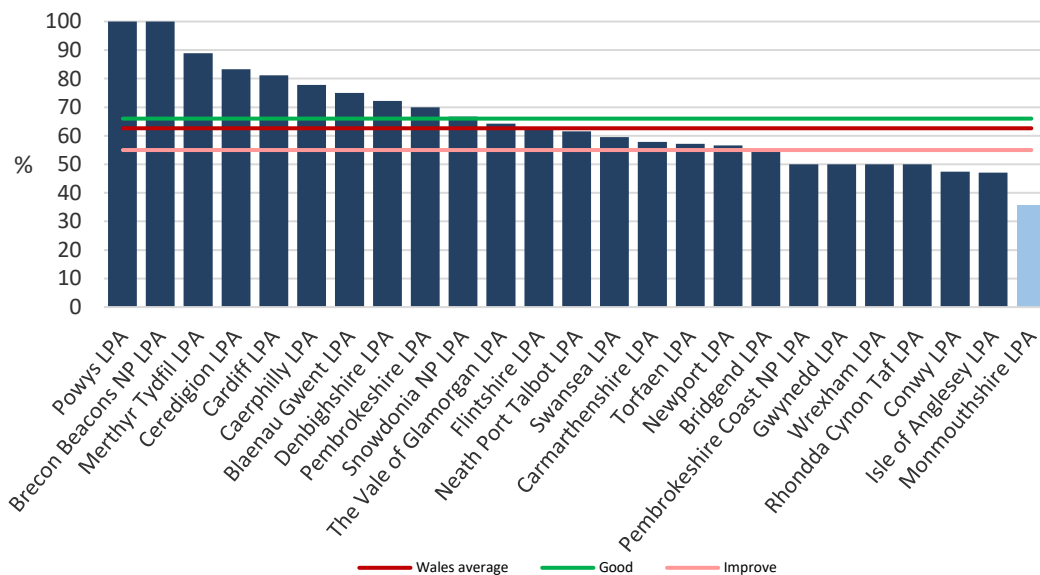
- 6.18 7% of these Committee-made decisions went against officer advice. This compared to 9% of member-made decisions across Wales. This equated to 0.4% of all planning application decisions going against officer advice; 0.6% across Wales. The relatively low proportion of Committee overturns is testament 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.
- 6.19 The four overturned applications in question related to a mix of developments including a conversion of a rural building to a dwelling (approved contrary to officer advice), a new rural enterprise dwelling, a large domestic garage in the AONB and an annexe in a suburban cul-de-sac on design grounds (the three refused applications were all subsequently allowed on appeal).
- 6.20 In 2017-18 we received 13 appeals against our planning decisions, which equated to 1.1 appeals for every 100 applications received. This was the third lowest ratio of appeals to applications in Wales indicating our willingness to negotiate proposals to a positive outcome and the strength of our policy framework. Figure 8 shows how the volume of appeals received has changed since 2013-14 and how this compares to Wales.

Figure 8: Number of appeals received per 100 planning applications



- 6.21 Of the 14 appeals that were decided during the year, 36% were dismissed. As Figure 9 shows, this was the lowest percentage of appeals dismissed in Wales and was below the 55% threshold. This was because of poor performance in Quarter 1 of 2017/18 where none out of six appeals was dismissed. These were a mix of officer (four), Member (one) decision and an appeal against non-determination (which we would have recommended for approval had the application run its course). It is difficult to judge performance on one quarter. Performance improved over the three later quarters of 2017/18 whereby five out of eight appeals (63%) were dismissed. This position will be monitored over 2018/19.

Figure 9: Percentage of appeals dismissed, 2017-18



6.22 During 2017-18 we had no applications for costs at a section 78 appeal upheld.

Engagement

6.23 We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 21 LPAs that had an online register of planning applications.

6.24 As Table 2 shows, 73% of respondents to our 2017-18 customer survey agreed that the LPA gave good advice to help them make a successful application, although this fell from 80% in 2016/17. The 73% is still well above the Welsh average, though. Moreover, the success rate of our pre-application advice service is commented upon above.

Table 2: Feedback from our 2017-18 customer survey

Respondents who agreed that:	Monmouthshire LPA %	Wales %
The LPA gave good advice to help them make a successful application	73	60
They were listened to about their application	80	60

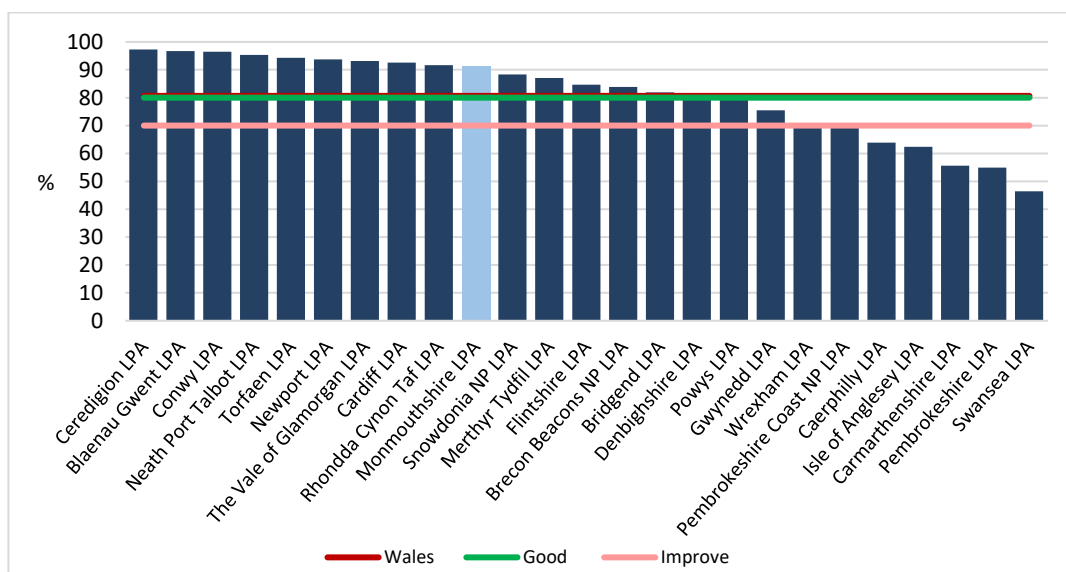
Enforcement

6.25 In 2017-18 we investigated 289 enforcement cases, which equated to 3.1 per 1,000 population. This compared to 2 enforcement cases investigated per 1,000 population across Wales.

6.26 We investigated 91% of these enforcement cases within 84 days. Across Wales 81% were investigated within 84 days. Figure 10 shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPAs. This represents a good performance for our

Enforcement team of 2.8 FTE staff (including the area manager during this reporting period, who is also responsible for the Applications function in the Abergavenny area team).

Figure 10: Percentage of enforcement cases investigated within 84 days, 2017-18



6.27 The average time taken to pursue positive enforcement action was 96 days, which was a significant improvement on last year’s performance of 227 days (although many older, longstanding cases were cleared over 2016/17). Given the need to manage this small team’s sizeable workload, the team will be carefully managed and it is intended to undertake a systems review of the Enforcement function to see if we can drive out waste and sharpen our practices, leading to further improvement (Action1).

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 proportion of all applications determined within 8 weeks or an agreed timescale increased;
- The proportion of major applications determined within 8 weeks or agreed timescales remained well above 80%, well above the Welsh average. The average time taken has improved significantly;
- The number of applications we determined slightly decreased (by 1.5%) but the last two weeks of the reporting period were not available for determination of applications due to the implementation of the new planning application computer database;
- The proportion of applications we approved remained high at 95%;
- Of those applications that had gone through our pre-application advice service, 97% were approved; and
- The proportion of respondents to our customer survey who were satisfied overall was well above the Welsh average.

This shows that, despite a challenging workload, our performance and levels of customer satisfaction have improved and our pre-application advice service is effective.

7.2 A summary table of our performance can be found in Appendix A of the APR. One of the 17 indicators (progress against LDP delivery timetable) is not applicable to Monmouthshire because we have already adopted our LDP. It will be applicable in the next reporting period as the Council reviews its LDP. Of the 16 applicable indicators:

- 13 have targets set by the Welsh Government. Monmouthshire's performance is ranked 'good' against 9, 'fair' against 2 and 'in need of improvement' against 2. The 'fair' results relate to: i) the proportion of planning applications determined by Members that were contrary to the officer recommendation, where we achieved 7%, narrowly missing the 'good' target of 5% or less; and ii), the average time taken to determine applications (77 days) which missed the 'good' target of 67 days but was below the Welsh average of 81.7 days. The two measures that were in need of improvement were the five-year supply of housing land that has fallen to 4.0 years. In addition, our appeal performance declined with just 36% of appeals being dismissed.

	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
Welsh Government target has been set and our performance 'needs improvement'	2

- We performed above or at the Wales average in 14 of the 15 comparable indicators. The indicator for which performance was below Wales average related to appeal performance as referred to immediately above. Further commentary on the performance against these measures is set out in Section 6.

No target has been set but our performance is above the Wales average	3
No target has been set but our performance is slightly below the Wales average	0
No target has been set but our performance is significantly below the Wales average	0

- Our performance declined against three indicators:

Indicator	2015/16	2016/17	2017/18	Wales average	WG target
5 year housing land supply	5.0 years'	4.1 years'	4.0 years'	years'	5.0 years'
Average time taken to determine all applications	68 days	73 days	77 days	80.7 days	<67 days
% of Appeals dismissed	70	71	36	62.5	>66

- However, it should be noted that in the measures for average time to determine all applications, our performance remains well above the Wales average. Where a target was set by the Welsh Government, we are still ranked 'good' or 'fair' except for the appeal performance and the five year housing land supply measure, which had fallen to 4.0 years' supply (and we know has dropped further to 3.9 years' at March 2018) below the required 5 year supply. This is discussed in detail in the LDP Annual Monitoring Report (AMR) 2018.

7.3 Five actions are identified going forwards.

Speed of determining applications

7.4 91% 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 73 days, narrowly missing the 'good' target of 67 days (but below the Welsh average of 80.7 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.

7.5 However, this is an area for potential improvement and we have been undertaking a 'Systems Revisit' to assess how much waste is in our processes and to understand if there are common themes as to why applications are not being determined within a timely fashion. There should also be reductions in waste in our systems and time-savings to be made by the implementation of our new Idox Uniform database for the DM service. Opportunities are there to ensure our pre-application advice service is contributing effectively to reducing planning application determination periods by providing clear, professional and respected advice. In addition, our web site offer to customers was already identified by the Systems Revisit actioned in last year's APR, as needing to be improved, enabling customers to self-serve and to reduce the proportion of invalid applications. Project management for major planning applications can be improved by resourcing their processing properly via planning performance agreements with the applicant to deliver a

timelier decision by best endeavours. The fee from such an agreement can be used to back-fill and allow the case officer to be freed up to be a more dedicated resource. Thus, Actions 1 - 4 below are identified.

Action 1 - Systems review to be reinvigorated to identify what matters today and how we meet that demand as well as identifying causes of variation in our system that lead to delays in reaching a positive outcome. This includes a review of the enforcement team and their processes to verify if we have the right resources and we are providing a good service for our customers.

Action 2 - Consolidate the department's use of the new Idox Uniform planning application database software system

Action 3 - Monitor the effectiveness of the Council's bespoke pre-application advice service and our fast track application services, while rolling out the use of Planning Performance Agreements, where appropriate.

Action 4 – Improve the Planning Service's web pages to deliver relevant, accessible and legible information so that customers can self-serve.

Speed of resolving enforcement cases

7.6 While the performance of the Council's Planning Enforcement team is very good in relation to the two enforcement measures in the Performance Framework, customer feedback and complaints often relate 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 which has been addressed in some way by the training on enforcement that took place in May 2018 for community and town councillors. There remains, however, scope for further improvement. The systems review of the Planning Enforcement team will help to improve this team's practices and drive out waste. The triage system identified in last year's APR has been partially implemented to systematically prioritise cases, but this can be reviewed as part of the wider systems approach (Action 1).

Collaborative Working

7.7 Monmouthshire has a wealth of heritage assets and has long invested in its heritage team to manage these assets in the public interest. It is becoming apparent that opportunities exist to work collaboratively with neighbouring Councils to provide a shared heritage resource. The opportunity arises to address issues of coverage, availability of officer's advice and consistency of advice between Authorities. In addition, it is proposed that collaboration will provide an opportunity to increase resilience, knowledge and the skills base of aspects of Historic Environment Management through building and sharing of expertise and experience. This is expected to provide an enhanced level of service delivery within current budget requirements. It also acknowledges the agenda for collaboration in the delivery of local government services being promoted by Welsh Government.

Action 5 – Pursue an agenda of collaboration in relation to heritage services with neighbouring local authorities.

Opportunities going forward:

- 7.8 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 speed of our responses to pre-application advice requests and determining planning applications via a Systems revisit in order to remove waste from our system and to focus our work on areas valued by our customers (Actions 1 and 3). This will include workshops with the Green Infrastructure and Highways teams;
 - In tandem with the Systems approach, to use Team meetings and performance reports to drill down into specific areas of workflow and identify where problems exist and why, with a targeted approach to identifying solutions (Action 1);
 - Consider the project management of major planning applications, where appropriate, via planning performance agreements to seek by best endeavours to ensure timely and well-managed processing of such applications, providing a good customer experience for the customer (Action 3);
 - To improve the speed with which we deal with enforcement cases via a systems review of the Enforcement function (Action 1);
 - To consolidate the use of the more efficient replacement database for planning applications to reduce waste for staff, including the production of standard letters and monitoring reports. Stage 2 of the Idox project will include the conditions monitoring module and enhancements to the public access module which will provide a better service to the public when they search applications online; these include providing an online measuring tool and the ability to track changes to an application (Action 2);
 - 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 (Action 4);
 - To pursue a the potential for collaborative working to deliver a Built Heritage Management Service with neighbouring local authorities, providing resilience, shared learning and consistency across those areas(Action 5);
 - Continue with an early review of the Monmouthshire LDP because 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;
 - To identify, implement and/or disseminate best practice via the Planning Officers' Society for Wales or other working groups, including the Welsh Government, the WLGA and the RTPi.
- 7.9 Progress will be measured via our 2018/19 Annual Performance Report, 2018/19 LDP Annual Monitoring Report, and our 2018/20 Service Improvement Plans.

ANNEX A - PERFORMANCE FRAMEWORK

OVERVIEW

MEASURE	GOOD	FAIR	IMPROVE	WALES AVERAGE	Monmouths hire LPA LAST YEAR	Monmouths hire LPA THIS YEAR
Plan making						
Is there a current Development Plan in place that is within the plan period?	Yes		No	Yes	Yes	Yes
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+	67	N/A	N/A
Annual Monitoring Reports produced following LDP adoption	Yes		No	Yes	Yes	Yes
The local planning authority's current housing land supply in years	>5		<5	7 of 25	4.1	4
Efficiency						
Percentage of "major" applications determined within time periods required	>60	50-59.9	<50	67.4	88	83
Average time taken to determine "major" applications in days	Not set	Not set	Not set	240.1	321	188
Percentage of all applications determined within time periods required	>80	70-79.9	<70	88.5	90	91
Average time taken to determine all applications in days	<67	67-111	112+	80.7	73	77
Percentage of Listed Building Consent applications determined within time periods required	Not set	Not set	Not set	65.4	-	67
Quality						
Percentage of Member made decisions against officer advice	<5	5-9	9+	8.6	7	7
Percentage of appeals dismissed	>66	55-65.9	<55	62.6	71	36
Applications for costs at Section 78 appeal upheld in the reporting period	0	1	2+	0	0	0
Engagement						
Does the local planning authority allow members of the public to address the Planning Committee?	Yes		No	Yes	Yes	Yes

MEASURE	GOOD	FAIR	IMPROVE
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	>80	70-79.9	<70
Average time taken to take positive enforcement action	Not set	Not set	Not set

WALES AVERAGE	Monmouths hire LPA LAST YEAR	Monmouths hire LPA THIS YEAR
Yes	Yes	Yes
Yes	Yes	Yes
80.6	83	91
184.6	227	96

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. This indicator will become relevant during the next reporting period as the Council has now commenced a formal review of the LDP.	

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 third AMR was submitted to the Welsh Government in October 2017.	

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	4
<p>The 2017 Joint Housing Land Availability Study (JHLAS) was agreed by an independent Inspector in August 2017 and shows that we now have 4.0 years' housing land supply. This matter is considered in detail in the 2017-18 LDP Annual Monitoring Report.</p>	

SECTION 2 - EFFICIENCY

Indicator	05. Percentage of "major" applications determined within time periods required	
"Good"	"Fair"	"Improvement needed"
More than 60% of applications are determined within the statutory time period	Between 50% and 60% of applications are determined within the statutory time period	Less than 50% of applications are determined within the statutory time period

Authority's performance	83	
<p>While the team's performance has declined slightly from 88% over 2016/17, the performance remains strong over 2017/18 and is well above the Welsh average of 67.4%. To prioritise resources for major planning applications, planning performance agreements will be adopted with applicants for suitable planning applications, leading to better project management of these generally more complex applications.</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	188	
<p>The Council's performance is good compared to the Welsh average of 240 days and has improved substantially from the previous reporting period. As noted above, there is room for improvement and the actions identified should lead to timelier decisions on major planning applications.</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 70% and 80% of applications are determined within the statutory time period	Less than 70% of applications are determined within the statutory time period

Authority's performance	91
<p>91% of all planning applications we dealt with were determined within the required timescales, which is well above the 80% threshold for the 'Good' performance ranking. This compared to 88.5% across Wales and is a small improvement on our performance last year (90%).</p> <p>The improved figure represents a willingness to work with our customers to reach a positive outcome within agreed timescales.</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	77
<p>In 2017-18 we determined 1071 planning applications, each taking, on average, 77 days (just over 10 weeks) to determine. This compares to an average of 81 days (just under 11 weeks) across Wales but narrowly misses the 'good' target of 67 days. Given our focus on outcome rather than speed, this is a very good achievement and suggests we have struck the right balance between these two objectives.</p> <p>This is a very slight reduction in output compared to last year and a slight worsening in terms of average time taken (1087 applications determined taking an average of 73 days in 2016/17). The small fall in output is explained by the Council's application database being unavailable to process applications during final the two weeks of 2017/18. The measures identified should improve end-to-end times for determination.</p>	

Indicator	08a. Percentage of Listed Building Consent 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	67
<p>This is the first year of its inclusion as an indicator. The Council’s Heritage team has worked reasonably well at improving its turnaround of listed building applications. 88 applications for listed building consent were determined over 2017/18 each taking an average of 67 days compared to the Welsh average of 65.4 days. The team of three officers (including a monitoring officer) also contributes to the pre-application advice process, the handling of appeals and provides consultation responses on planning applications in conservation areas. The Authority has Cadw accredited delegation arrangements for grade II buildings only. Grade II* delegation is currently being sought.</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	7
<p>Monmouthshire’s performance shows that 7% of Committee decisions go against officer recommendation, which equated to 4 planning application during 2017/18 which is the same percentage as 2016/17.</p> <p>This compares favourably to the 8.6% average in Wales and is just below the 5% or less threshold to be rated ‘Good’.</p> <p>Provided that Committee decisions are based on good planning judgement and material planning considerations, overturned recommendations are 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 four overturned applications in question related to a mix of developments including: i) a conversion of a rural building to a dwelling (approved contrary to officer advice); ii) a new rural enterprise dwelling (refused as there was not considered to be an agricultural need for the proposed dwelling), iii) a large domestic garage in the AONB and iv) an annexe in a suburban cul-de-sac, the latter two applications were refused on design grounds. The three refused applications were all allowed on appeal although there were no awards of costs on any of the appeals.</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	36
<p>This was the most disappointing of the measures in the Performance Framework owing to a poor Quarter 1 performance where none out of six appeals were dismissed. These six appeals varied between officer (four) and Member (two) decisions and were based on a variety of issues with the common one being design. One decision was an infill plot in Llanybi which was considered an over development but was found acceptable by the Inspector. Another related to the enlargement of a bungalow with a first floor extension in Mitchel Troy which was considered to be overly bulky and excessive in scale but was also allowed. The decisions are reviewed in the</p>	

Planning Service's monthly Policy / DM Liaison meetings and detailed issues are shared and discussed.

It is noteworthy that the performance improved over the remaining three quarters with 5 out of 8 appeals being dismissed. Reviews will continue at our monthly meeting to learn from these decisions.

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
<p>No awards of costs for unreasonable behaviour have been made against us this year. There were also no awards of costs during the two previous reporting periods.</p> <p>An action identified in the first APR was to report appeal decisions to Planning Committee every month for learning and discussion. This action has been 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 and to assist this the appeals we receive are also reported to Committee. They are also expected to represent the Authority in situations where the appeal has led from a planning application determined contrary to the officer recommendation.</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 community and town councils to speak at the Delegation 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. The public speaking protocol was amended during the previous reporting period to enable the applicant to be notified earlier that an objector had registered to speak; this provides the applicant with earlier notice and more time to organise a right of reply and after review it appears to be working well.</p> <p>The Size and Composition of Local Planning Authority Committees (Wales) Regulations 2017 did not seek to control the public speaking element of a planning committee. If any future national protocol seeking consistency throughout Wales is published it is hoped it is provided as best practice guidance and does not curtail the successful delegation and public speaking 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 were going live with a new back office system at the end of this reporting period and anticipate 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 or daily duty officer, freeing up time for us to improve our performance on decision speed.</p> <p>Navigational and functional improvements to the Idox public access module (e.g. to enable a customer to track changes to an application) are anticipated during the next reporting period.</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”
More than 80% of enforcement cases are investigated in 84 days	Between 70% and 80% of enforcement cases are investigated in 84 days	Less than 70% of enforcement cases are investigated in 84 days

Authority’s performance	91
<p>This was a good performance by our Enforcement Team over 2017/18, well above the Welsh average of 80.6%. This has also improved from 83% during the last reporting period. We would like to move closer to 100% for this measure and thus the action to review the Enforcement Team is recommended.</p>	

Indicator	16. Average time taken to take positive enforcement action	
“Good”	“Fair”	“Improvement needed”
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority’s performance	96
<p>Again, this was a good performance and 96 days was almost half that of the Welsh average of 184.6 days. This was a significant improvement on the 227 days taken over 2016/17. The partial implementation of the triage system has helped reduce times but a review of the enforcement service will see if we can identify areas of waste and smarter ways of working to reduce these times further.</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	A Full return was provided
<p>Monmouthshire Council provided full statistical returns for these indicators. However, it should be noted that this work had to be undertaken manually because our back office IT system at the time 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 went 'live' in April 2018 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.</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.
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Granted (square metres)	
Authority's data	3,660

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 now also includes extensions and 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.

The developments approved for this indicator included a 1,220 sq.m extension at Magor Brewery, a 700 sq.m extension to Unit 16A, Norman Way, Severn Bridge Industrial Estate, Portskewett, a 500 sq.m extension to a laundry business at Bulwark Business Park, Bulwark, Chepstow and smaller B1/ B2 developments at Rogiet, Monmouth and Abergavenny.

During the previous monitoring period, 2,237 sq m of new economic development (as defined by this indicator) was approved on allocated employment sites, although previously extensions were not counted as they now are so the figures are not directly comparable.

Indicator	SD2. Planning permission granted for renewable and low carbon energy development during the year.
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Granted permission (number of applications)	
Authority's data	0

Granted permission (MW energy generation)	
Authority's data	0

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.

During the previous reporting period, three applications were approved for on-site renewable energy generation. One of the schemes related to a 6MW solar development at a farm at Parkhouse, near Trellech. Approval was granted for a combined heat and power plant providing 7.2MW at Trostrey Court Farm, near Usk and a biomass development (up to 1MW) was approved on a farm near Dingestow, Monmouth.

This reporting period has shown no planning applications being submitted for significant stand-alone renewable energy, although several smaller schemes of a domestic scale have been approved including two on farm buildings. This drop off in activity, particularly in solar proposals, is due to changes to Feed in Tariffs (for instance in 2015/16 year we approved 4 schemes likely to generate 17MW). 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.
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Market housing (number of units)	
Authority's data	300

Affordable housing (number of units)	
Authority's data	84

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.

Over the previous reporting period we approved 346 market dwelling units and 77 affordable housing units.

It is well understood that there is an issue with the LDP strategic housing sites coming forward in a timely fashion and this has affected our housing land supply. The need to review the Plan is recognised and is underway. The strategic housing sites are progressing with approvals being granted during 2017/18 at Deri Farm, Fairfield Mabey, Chepstow (outline) and Rockfield Farm, Undy (outline) together with the strategic site at Fairfield Mabey, Chepstow, but the latter is also an outline permission. Progress is slower than is desired.

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.
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Number of residential units (and also hectares of non-residential units) which were GRANTED permission	
Authority's data	2 dwelling units; 9.2 ha of non-residential development

Number of residential units (and also hectares of non-residential units) which were REFUSED permission on flood risk grounds	
Authority's data	0

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, two dwellings were approved within flood zone C2 – this was a site in Pwllmeyric where one dwelling was to be replaced by two new units. The applicant had the ability to initiate the re-modelling of land to ensure the two new dwellings would not be at flood risk, and the situation was a betterment in relation to the existing dwelling that would be replaced.

The non-residential development related to two Dwr Cymru-Welsh Water infrastructure developments close to the River Usk, upgrading i) an existing water treatment works at Llanfoist and ii) a pumping station at Prioress Mill that ensures the water supply to a large proportion of the population of S.E Wales. They were site specific by their nature and flood consequences were properly evaluated and managed in both cases.

Indicator	SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year.
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Previously developed land (hectares)	
Authority's data	10

Greenfield land (hectares)	
Authority's data	9

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 normally reflects the rural nature of Monmouthshire as a County, with very little brownfield land available for development. Usually, the majority of development is on greenfield land. However, this reporting period saw a good proportion of approved development on brownfield sites including Oakley Way, Caldicot, the Magor Brewery extension, other employment sites at Bulwark, Roget, Monmouth and Abergavenny, and to a lesser extent the development of domestic gardens for new housing.

The greenfield development relates to the strategic site at Deri Farm, Mardy, Abergavenny.

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 which secured outline planning permission during the reporting period, are not recorded here. Such schemes, including the Fairfield Mabey and Rockfield Farm sites 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.
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Open space lost (hectares)	
Authority's data	0

Open space gained (hectares)	
Authority's data	4

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 the planning permission at the Deri Farm strategic site, 4ha 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.
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Gained via Section 106 agreements (£)	
Authority's data	2,982,764

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.

This reporting period saw considerably more contributions being secured compared to the previous period (£1.35M worth of Section 106 contributions were secured during 2016/17)

This is because of the three strategic housing sites approved as discussed above. The contributions range in respect of providing affordable housing, education / community facilities, green transport and public open space.

The Council is working towards adopting a CIL, subject to potential changes to Central Government policy.

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 Monmouthshire Planning Service's fourth Annual Performance Report (APR) to the Welsh Government in accordance with statutory requirements and publish the Report on the Council's website.</p>
<p>Name of Service</p> <p>Planning Services (Planning Policy and Development Management)</p>	<p>Date Future Generations Evaluation form completed</p> <p>October 2018.</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>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Positive: The APR seeks to shape an efficient and engaging development management process providing support and guidance for customers to ensure the best development possible for the benefit of local communities and to protect the character and appearance of Monmouthshire. Planning can provide economic investment and growth, and can protect acknowledged interests such as local amenity and townscape. Identifying</p>	<p>Better contribute to positive impacts: The APR identifies areas for improvement to make the development management process more responsive and efficient for our customers' applications for developments that are of a high standard.</p> <p>Mitigate any negative impacts: Care will be taken to improve the planning process via a Systems</p>

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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>areas for improvement and learning what works well elsewhere can ensure that customers are getting effective advice early in the process which is critical in securing positive outcomes and appropriate forms of development.</p> <p>Negative: Some areas for improvement may necessitate customers having to pay for elements of the service which can be considered to be costly by some customers.</p>	<p>Revisit during 2018-19. The team will focus on positive outcomes rather than being process driven. We will continue to monitor performance through the revisit, useful performance measures and 1:2:1s with case officers.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>Positive: An effective and efficient DM service allows case officers to consider the implications of any development on biodiversity and ecosystems at an early stage in the application process. Officers who are the decision-makers are able to consider the impacts of decisions on ecological interests. This system would not deteriorate as a result of the proposed revisions to the DM process and indeed may provide a more effective system.</p> <p>Negative: None identified.</p>	<p>Better contribute to positive impacts: The actions identified should speed up the delivery of sustainable development.</p> <p>Mitigate any negative impacts: None</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive: Actions to improve the DM process would enhance support and guidance for customers when submitting a planning application and provide the opportunity for officers to add value to development proposals and provide acceptable forms of the development, which should improve Monmouthshire citizens' access to local services, such as shops, health and</p>	<p>Better contribute to positive impacts: The approval and delivery of development proposals can have a positive impact on health and well-being and foster social and community pride in their communities.</p> <p>Mitigate any negative impacts: None</p>

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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?
	recreational facilities, or prevent inappropriate development from harming the amenity of an area, or indeed the health of local people. Negative: None identified.	
12390-229 A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Positive: The area of work undertaken by the Planning Team directly and indirectly influences the appearance, viability, safety and connectivity of communities via planning policy and land use planning decisions. Providing clear and effective guidance and support to customers at an early stage in the planning process is more likely to lead to positive outcomes that enable the best forms of development possible. This is critical in providing sustainable communities. Taking timely and reasonable enforcement action against inappropriate development can reduce impact on local amenity and health. Negative: None identified.	Better contribute to positive impacts: The timely approval and delivery of sustainable development proposals can have a positive impact on the character and appearance of an area, promote well-being and foster social and community pride. Mitigate any negative impacts: None
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Positive: The area of work undertaken by the planning section directly and indirectly influences local social, economic and environmental well-being via planning policy and land use planning decisions. However, the global-scale effect is acknowledged as being limited. Negative: none.	Better contribute to positive impacts: None Mitigate any negative impacts: None

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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 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: Planning decisions promote the value and significance of the historic built environment by ensuring that it is a direct consideration in planning policy and land use planning decisions. Planning decisions generally facilitate the provision of tourist and recreation development, including playing fields and built development. The Welsh language is now a material planning consideration.</p> <p>Negative: none.</p>	<p>Better contribute to positive impacts: Timely planning decisions will ensure that proposals foster civic pride through well-designed development in historic areas or through the removal of development that has a negative impact on a heritage designation via enforcement action.</p> <p>Mitigate any negative impacts: None</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive: Appropriate and timely development management decisions should bring positive benefits to all members of Monmouthshire’s population through policies that seek to achieve the five main aims of the Wales Spatial Plan, namely Building Sustainable Communities, Promoting a Sustainable Economy, Valuing our Environment, Achieving Sustainable Accessibility and Respecting Our Environment</p> <p>Negative: none.</p>	<p>None.</p>

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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>The LDP covers the period 2011-21. The Council's Development Management function which makes planning decisions seeks to implement the policies of the LDP which promotes sustainable development. By its nature, therefore, it cannot look beyond the next five year period but the SA/SEA of the LDP would have ensured consideration of the impact on future generations.</p>	<p>Ensure that the LDP and its policies have been subject to an appropriate level of scrutiny</p>
 <p>Working together with other partners to deliver objectives</p>	<p>Monmouthshire's Planning Service believes in working with its customers (which include not just applicants but the public, other Council departments, other local authorities, third sector agencies and businesses) to improve its offer to its customers to meet their needs. This APR identifies areas for improvement to achieve this aim. It is subject to scrutiny and endorsement by Members of both the Council's Economy & Development Select Committee and Planning Committee. Members and officers of the Council have a specific interest in the subject to ensure that sustainable forms of development are developed in Monmouthshire.</p>	<p>Any observations offered by Committee will be taken into account as part of the submission process to Welsh Government.</p>

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Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Involvement 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 APR is subject to consultation with Members of the Economy & Development Select Committee and Planning Committee whose Members have a specific interest in the subject, as well as senior officers of the Council.</p>	<p>As above.</p>
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>The APR's aim is to identify areas for improvement in the Planning Service and to initiate actions for meaningful improvement. This would provide the basis for timelier decisions to secure much needed sustainable development. Taking timely and reasonable enforcement action against inappropriate development can reduce impact on local amenity and health.</p>	<p>N/A</p>
 <p>Integration 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 work undertaken by the Planning Service directly relates to promoting and ensuring sustainable development and its three areas: environment, economy and society.</p>	<p>Improvements to the DM process would facilitate the implementation of the LDP which has been subject to a Sustainability Assessment that balances the impacts on Social, Economic and Environmental factors.</p>

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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?
<p>Positive: The APR identifies areas for improvement within the Development Management section of the Council. Actions outlined to achieve this should bring positive benefits to all members of Monmouthshire's population. A more efficient and effective Development Management will secure the aims of the Welsh Spatial Plan, namely Promoting a Sustainable Economy, Valuing our Environment and Respecting Our Environment, be it through timely approval of planning proposals for sustainable forms of development or by preventing harm to acknowledged interests, such as amenity, public safety, health or biodiversity by taking timely and reasonable enforcement action.</p>			
Age	None	None	See above
Disability	None	None	See above
Gender reassignment	None	None	See above
Marriage or civil partnership	None	None	See above
Race	None	None	See above
Religion or Belief	None	None	See above
Sex	None	None	See above
Sexual Orientation	None	None	See above
Welsh Language	<p><i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i></p> <p>Welsh is treated on equal terms as English in the planning process,</p>	None	None

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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

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

The APR has been written having regard to data and evidence provided by the following:
 The Development Management Quarterly Survey 2017/18; the POSW Customer Survey 2017/18; the Council’s Local Development Plan Annual Monitoring Report 2017/18; the DM Service Improvement Plan (SIP) 2017/18, the Planning Policy SIP 2017/18 and the MCC/ Public Service Board Well-being Plan.

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.

The work undertaken by the Council’s Planning Service, and in particular the Development Management function, directly relates to promoting and ensuring sustainable development. The APR 2017/18 would enable the service to identify areas of improvement in the processing of applications and in the enforcing of planning matters, and to engage with customers at an early stage of the planning process to ensure the most appropriate forms of development are approved within Monmouthshire. The planning process promotes sustainable forms of development, helping to create jobs and investment, while protecting material interests such as amenity, public safety and biodiversity.

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In terms of the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, there are no direct implications as a result of this report.

There are no implications, positive or negative for corporate parenting or safeguarding.

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

N/A

What are you going to do	When are you going to do it?	Who is responsible	Progress

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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:	The Annual Performance Report will be submitted to the Welsh Government by 31 st October 2018 and be publicly available. The APR's actions will be evaluated within the APR for 2018/19, to be reported in October 2019 and which will be subject to an annual scrutiny report on our performance to the relevant committee(s).
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

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Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Economy & Development Select Committee (with Planning Committee Members invited)	19/10/2018	To be added as appropriate