

ATISN 13864-ATISN13869ITEM 007

**Lewis, Paul M J (ESNR-Planning)**

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 18 July 2016 11:57  
**To:** Planning Directorate Mailbox; Hawkins, Kris (ESNR-Planning)  
**Subject:** RE: Development Management Quarterly Survey - April to June 2016

**Importance:** High

Hi Kris,

I will be getting the data for Monmouthshire CC to you by the deadline of 21<sup>st</sup> July.

The one problem is, is that my colleague who heads up the Enforcement Team is away on an extended break and is not back till next week. I will be able to provide all of the quarterly return to you bar the enforcement figures. Could I get the return in to you minus that information and then provide the enforcement data next week when my colleague is back?

In terms of IT, our current provider is Northgate (M3) but we are leaving that company and are moving to IDOX Uniform, hopefully by the late autumn. We already use IDOX for our document management system. Thanks in anticipation,

Phil

**Philip Thomas MRTPI**  
**Development Services Manager**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
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**From:** Planning.Director@wales.gsi.gov.uk [mailto:Planning.Director@wales.gsi.gov.uk]  
**Sent:** 01 July 2016 10:14  
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**Subject:** Development Management Quarterly Survey - April to June 2016

Dear Colleagues

Please could you complete the DM questions on tables 1-5 and the Sustainable Development Indicator questions on the attached DM quarterly survey form (with guidance enclosed) to submit your quarterly returns for the period April to June 2016. Please return completed forms to [Planning.Director@Wales.GSI.Gov.UK](mailto:Planning.Director@Wales.GSI.Gov.UK) by **21 July 2016**.

Following a request from the Planning Officers Society for Wales, we have made an in-year change to Table 2. The change extends the ability for LPAs to report applications falling within the "other" category (advertisement, LBC, conditions applications and various others) to be registered as "on time" or "not on time" subject to a Planning Performance Agreement or an agreed extension of time, in the same way as Major and Minor application types can also currently be registered as "on time" or "not on time". This change was introduced following internal consultation within POSW, between all Chief Planners.

I appreciate that this information may not be readily to hand in time for this Quarterly Survey. However, data provided in these fields will be counted towards the authority's overall "on time" performance, both in the Quarterly Survey Report and in the Planning Performance Framework.

You should also be aware that POSW has proposed some changes to enforcement performance indicators, to which the Welsh Government has agreed in principle. These changes will be considered in detail by POSW, which will also seek input from regional enforcement working groups, before being finalised in discussion with Welsh Government. We intend to introduce the revisions to the enforcement indicators into the Quarterly Survey from September 2016, with a view to them being reported on as routine from April 2017. Again, your Chief Planners should be aware of these changes, via POSW.

Please also find attached the revised definitions document for the Planning Performance Framework indicators. We have left the tracked changes shown, so that you can easily see where the changes are. Most notably, the interpretation of the enforcement indicators has been refined so it should be clearer to you where cases should be recorded when providing data on enforcement cases in table 5.

Yours faithfully,

*Paul M J Lewis*  
**Implementation and Performance**  
**Planning Directorate**  
**Welsh Government**

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The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



## Lewis, Paul M J (ESNR-Planning)

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 10 August 2017 12:04  
**To:** Planning Directorate Mailbox  
**Subject:** Monmouthshire County Council DM Quarterly Return  
**Attachments:** Q1 2017-18.xlsx

Dear WG Planning,

Find attached Monmouthshire County Council's DM return for Q1 2017/18.

Kind Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
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#**APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q1
Year:	2017-18

**Please return this form no later than 11 August 2017**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.

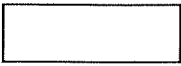
## Technical guidance for completing the form

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.



**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	0	2	1	3
Offices (B1(a)) ( (	0	0	0	0
B8)	1	0	0	0
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	1	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	32	24	2	26
Offices (B1(a)) ( (	0	1	0	1
B8)	7	3	0	3
Retail (A1-A3)	7	6	1	7
Other principal uses	39	25	0	25
General Regulations	0	2	0	2
Householder	115	96	4	100

**Other consents**

Renewals and variation of conditions	8	9	1	10
Discharge of conditions	56			42
Advertisements	8	4	0	4
Listed Buildings	18	18	0	18
Other consent types	31	29	1	30

**Non Material Amendment applications**

Applications for Non Material Amendments	30	26	0	26
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**Statutory Pre-application cases**

Statutory Pre-application cases	4			10
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<b>Total</b>	<b>323</b>	<b>218</b>	<b>9</b>	<b>272</b>
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**2. Speed in determining applications during the quarter**

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	0	3	0	0	2	1	3 ✓
Offices (B1(a))	0	0	0	0			0 ✓
B8)	0	0	0	0			0 ✓
Retail (A1-A3)	0	0	0	0			0 ✓
Minerals	0	0	0	0			0 ✓
Waste Disposal	0	0	0	0			0 ✓
Other principal uses	1	0	0	0	0	0	1 ✓
General Regulations	0	0	0	0			0 ✓
<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	8	18	0	0	18	0	26 ✓
Offices (B1(a))	0	1	0	0	1	0	1 ✓
B8)	3	0	0	0	0	0	3 ✓
Retail (A1-A3)	2	5	0	0	4	1	7 ✓
Other principal uses	16	9	0	0	7	2	25 ✓
General Regulations	2	0	0	0	0	0	2 ✓
Householder	82	18	0	0	16	2	100 ✓
<b>Other consents</b>							
Renewals and variation of conditions	5	5	0	0	4	1	10 ✓
Discharge of conditions	36	6			6	0	42 ✓
Advertisements	4	0			0	0	4 ✓
Listed Buildings	0	18			6	12	18 ✓
Other consent types	30	0	0	0	0	0	30 ✓
<b>Non Material Amendment applications</b>							
	Less than 28 days	Over 28 days			Within agreed time	Outside agreed time	
Applications for Non Material Amendments	24	2			2	0	26 ✓
<b>Statutory Pre-application cases</b>							
	Less than 21 days	Over 21 days			Within agreed time	Outside agreed time	
Statutory Pre-application cases	9	1			0	1	10 ✓
<b>Total</b>	<b>189</b>	<b>83</b>	<b>0</b>	<b>0</b>	<b>64</b>	<b>19</b>	<b>272 ✓</b>

**Average time taken to determine planning applications**

	Days
Average time to determine major applications	338.0
Average time to determine all applications	72.0

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	330
Received during the quarter	323
Determined during the quarter	272
Withdrawn by applicant during the quarter	14
Authority has declined to determine (i.e transferred)	0
Carried forward to the next quarter for determination	367

**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	17	
Number of decisions made under delegated powers	255	
<b>Total number of planning decisions made</b>	272	✓
Number of applications granted permission following officers recommendation to refuse	0	
Number of applications refused permission following officers recommendation to approve	1	
<b>Total number of decisions made contrary to officer recommendation</b>	1	✓

**5. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	78
Number of cases investigated in more than 84 days	1
<b>Total number of enforcement cases investigated</b>	79
Average time taken to investigate enforcement cases, in days	15.0
Average time taken to take positive enforcement action, in days	46.0

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as:
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments.
- 'Other' application types includes:
  - Applications for a Certificate of Lawfulness of Existing Use or Development.
  - Applications submitted as a result of Article 4 and Article 7 Directions.
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

General.

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 7(1) agreements under New Towns Act 1955.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/90.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

- The fields in the relevant forms should be interpreted as follows:
- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
  - A General Regulations application is made by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning General Regulations 1992.
  - Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, car ports and porches, creation and widening of vehicular access.
  - Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises.
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.

Tables 1 and 2.

- Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
- Tables 1 and 2 further break down applications by 'principal use'. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included use generic uses) should be recorded as 'other principal uses'.
- 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1989 (as amended).
- 'Dwellings' includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications (where the principal use is for houses/flats/apartments) that meet the criteria for dwellings set out in the definition of 'major development', and also those that meet the general floorspace or site area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
- 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
- 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use of Development. Refer to the complete list of application types to be included at the top of this guidance note.
- Where applications are for householder development, made under the General Regulations, or within a category under the heading 'other consents', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not either of the 'office' categories listed in the same table.

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 50th day following receipt of a valid planning application (as set out in Article 22 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 112th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1995), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within our outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals of the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' total for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Caedw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments).

Table 2 only.

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during this period, other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

Table 3.

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

Table 4.

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter.
- Investigated means that the authority has considered the alleged breach of planning control and advised the complainant of the outcome of their investigation.
- Positive Action means that, following investigation, it is decided that a breach has occurred, and one of the following has also occurred:

Table 5.

- (a) informal negotiation removes the breach;
  - (b) an Enforcement Notice is issued;
  - (c) planning permission is subsequently granted through an application or enforcement appeal;
  - (d) prosecution is brought (with the date the case is first heard deemed as the 'resolved' date);
  - (e) direct action by the authority removes the breach of control.
- The date is measured from the date of deciding a breach has occurred, to the case

Useful Links:

- [Town and Country Planning Act 1990](#)
- [Town and Country Planning \(Use Classes\) Order 1987](#)
- [Town and Country Planning \(Applications\) Regulations 1991](#)
- [Town and Country Planning \(Control of Advertisements\) Regulations 1992](#)
- [Town and Country Planning \(General Permitted Development\) Order 1995](#)
- [Town and Country Planning \(Environmental Impact Assessment\) \(England and Wales\) Regulations 1995](#)
- [Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)

## Development Management Quarterly Survey - Release Notes

### V1.0 - February 2013

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### V1.1 - 10 July 2014

- Clarification of guidance for determination of LBC applications to be referred to CADW

### V1.2 - December 2014

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### V1.3 - March 2015

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### V1.4 - October 2015

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### V1.5 - January 2016

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### V1.6 - June 2016

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.

### V2.0 - June 2017

- Removal of enforcement indicator fields for percentage of enforcement cases "resolved" within and outside of 180 days (table 3) - These questions have been replaced with questions on "time taken to pursue positive enforcement action" following discussion with the POSW DM Sub-group.
- SD Questions removed - This data will now be collected annually, in a separate return, by WG Policy Branch, following discussion with the POSW DM Sub-group.
- DM Guidance tab updated to reflect the above changes.



**Lewis, Paul M J (ESNR-Planning)**

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 21 July 2016 10:06  
**To:** Planning Directorate Mailbox  
**Subject:** RE: Development Management Quarterly Survey - April to June 2016  
**Attachments:** Q1 Development Management Quarterly Survey Apr - June a.xlsx

Dear Planning Directorate,

Find attached the quarterly return for Q1 of 16/17. As discussed with you previously, we will be forwarding the completed Enforcement data once my colleague who manages that team returns to work next week.

I hope this is acceptable.

Regards,

**Philip Thomas MRTPI**  
**Development Services Manager**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
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**Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/MCCPlanning](http://www.twitter.com/MCCPlanning)**

**From:** Planning.Directorate@wales.gsi.gov.uk [mailto:Planning.Directorate@wales.gsi.gov.uk]  
**Sent:** 01 July 2016 10:14  
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judith.jones@merthyr.gov.uk; Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>; s.ball@npt.gov.uk;  
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ryan.thomas@swansea.gov.uk; Richard.lewis@torfaen.gov.uk; MJGoldsworthy@valeofglamorgan.gov.uk;  
darren.williams@wrexham.gov.uk

**Subject:** Development Management Quarterly Survey - April to June 2016

Dear Colleagues

Please could you complete the DM questions on tables 1-5 and the Sustainable Development Indicator questions on the attached DM quarterly survey form (with guidance enclosed) to submit your quarterly returns for the period April to June 2016. Please return completed forms to [Planning.Director@Wales.GSI.Gov.UK](mailto:Planning.Director@Wales.GSI.Gov.UK) by **21 July 2016**.

Following a request from the Planning Officers Society for Wales, we have made an in-year change to Table 2. The change extends the ability for LPAs to report applications falling within the "other" category (advertisement, LBC, conditions applications and various others) to be registered as "on time" or "not on time" subject to a Planning Performance Agreement or an agreed extension of time, in the same way as Major and Minor application types can also currently be registered as "on time" or "not on time". This change was introduced following internal consultation within POSW, between all Chief Planners.

I appreciate that this information may not be readily to hand in time for this Quarterly Survey. However, data provided in these fields will be counted towards the authority's overall "on time" performance, both in the Quarterly Survey Report and in the Planning Performance Framework.

You should also be aware that POSW has proposed some changes to enforcement performance indicators, to which the Welsh Government has agreed in principle. These changes will be considered in detail by POSW, which will also seek input from regional enforcement working groups, before being finalised in discussion with Welsh Government. We intend to introduce the revisions to the enforcement indicators into the Quarterly Survey from September 2016, with a view to them being reported on as routine from April 2017. Again, your Chief Planners should be aware of these changes, via POSW.

Please also find attached the revised definitions document for the Planning Performance Framework indicators. We have left the tracked changes shown, so that you can easily see where the changes are. Most notably, the interpretation of the enforcement indicators has been refined so it should be clearer to you where cases should be recorded when providing data on enforcement cases in table 5.

Yours faithfully,

*Paul M J Lewis*  
**Implementation and Performance  
Planning Directorate  
Welsh Government  
Tel : (029) 2082 3722  
<mailto:Paul.Lewis@Wales.GSI.Gov.UK>**

On leaving the Government Secure Intranet this email was certified virus free. Communications via the GSI may be automatically logged, monitored and/or recorded for legal purposes.



Wrth adael Mewnrwyd Ddiogel y Llywodraeth nid oedd unrhyw feirws yn gysylltiedig â'r neges hon. Mae'n ddigon posibl y bydd unrhyw ohebiaeth drwy'r GSi yn cael ei logio, ei monitro a/neu ei chofnodi yn awtomatig am resymau cyfreithiol.

Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q1
Year:	2016-17

**Please return this form no later than 22 July 2016**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.



Llywodraeth Cymru  
Welsh Government

## Technical guidance for completing the form

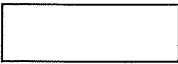
[Back to Home Page](#)

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.

**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	1	1	0	1
Offices (B1(a) ( (	0	0	0	0
B8)	1	0	0	0
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	1	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	26	25	2	27
Offices (B1(a)	0	0	0	0
B8)	3	3	0	3
Retail (A1-A3)	9	5	0	5
Other principal uses	33	28	2	30
General Regulations	0	0	0	0
Householder	104	109	1	110

**Other consents**

Renewals and variation of conditions	12	9	1	10
Discharge of conditions	50			57
Advertisements	10	5	1	6
Listed Buildings	12	14	1	15
Other consent types	24	28	2	30

**Non Material Amendment applications**

Applications for Non Material Amendments	35	41	0	41
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**Statutory Pre-application cases**

Statutory Pre-application cases	1			1
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<b>Total</b>	<b>286</b>	<b>228</b>	<b>10</b>	<b>295</b>
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2. Speed in determining applications during the quarter

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	0	1	0	0	0	1	1 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	0	0	0	0	0	0	0 ✓
Retail (A1-A3)	0	0	0	0	0	0	0 ✓
Minerals	0	0	0	0	0	0	0 ✓
Waste Disposal	0	0	0	0	0	0	0 ✓
Other principal uses	0	0	0	1	1	0	1 ✓
General Regulations	0	0	0	0	0	0	0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	13	14	0	0	9	5	27 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	2	1	0	0	1	0	3 ✓
Retail (A1-A3)	5	0	0	0	0	0	5 ✓
Other principal uses	13	17	0	0	12	5	30 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	82	28	0	0	20	8	110 ✓

<b>Other consents</b>							
Renewals and variation of conditions	8	2	0	0	2	0	10 ✓
Discharge of conditions	46	11			5	6	57 ✓
Advertisements	2	4			3	1	6 ✓
Listed Buildings	4	11			3	8	15 ✓
Other consent types	28	2	0	0	2	0	30 ✓

<b>Non Material Amendment applications</b>		Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	
Applications for Non Material Amendments		32	9	2	7	41 ✓

<b>Statutory Pre-application cases</b>		Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	
Statutory Pre-application cases		1	0	0	0	1 ✓

<b>Total</b>	203	91	0	1	58	34	295 ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	109.0
Average time to determine all applications	66.0

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	278
Received during the quarter	286

Determined during the quarter	295
Withdrawn by applicant during the quarter	5
Authority has declined to determine (i.e transferred)	4

Carried forward to the next quarter for determination	260
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	18	
Number of decisions made under delegated powers	277	
<b>Total number of planning decisions made</b>	295	✓
Number of applications granted permission following officers recommendation to refuse	0	
Number of applications refused permission following officers recommendation to approve	1	
<b>Total number of decisions made contrary to officer recommendation</b>	1	✓

**5. Number of enforcement cases investigated and resolved**

	Number
Number of cases investigated in 84 days or less	
Number of cases investigated in more than 84 days	
<b>Total number of enforcement cases investigated</b>	0

Number of cases resolved in 180 days or less	
Number of cases resolved in more than 180 days	
<b>Total number of enforcement cases resolved</b>	0

Average time taken to investigate enforcement cases, in days	
Average time taken to resolve enforcement cases, in days	

## Sustainable Development Indicators - Questions

If there is no data to report for the relevant category in this quarter, please type "Nil" in the relevant field.  
If you are not collecting data, please leave the relevant field blank.

1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the quarter:

	planning permission (square metres)	planning permission (square metres)
Business (B1)	0.00	0.00
General Industry (B2)	197.00	0.00
Storage and Distribution (B8)	0.00	0.00
Multiple Uses (B1/B2/B8)	0.00	0.00
<b>Total</b>	<b>197</b>	<b>0</b>

2. Planning permission granted for renewable and low carbon energy development during the quarter:

	Number of planning applications granted planning permission	Total energy output capacity granted planning permission (MW)
Anaerobic digestion	0.00	
Biofuels	0.00	
Biomass	0.00	
Combined heat and power (CHP)	0.00	
District heating	0.00	
Fuel cells	0.00	
Geothermal	0.00	
Ground/Water/Air heat pumps	0.00	
Hydropower	0.00	
Solar	0.00	
Waste heat energy	0.00	
Wind	0.00	
Other low carbon or renewable energy	0.00	
<b>Total</b>	<b>0</b>	<b>0</b>

3. The number of dwellings granted planning permission during the quarter:

Market Housing	Affordable Housing
22	10

4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the quarter:

		Residential Number of units		Non-Residential Area of land (ha)	
		C1	C2	C1	C2
Not meeting all TAN15 tests:	(i) Granted planning permission	0	3	0.00	0.00
	(ii) Refused planning permission (on flood risk grounds)	0	0	0.00	0.00
Meeting all TAN15 tests:	(i) Granted planning permission	0	3	0.00	0.00

5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the quarter:

Previously developed land (ha)	Greenfield land (ha)
4.00	0.00

6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter:

Open space lost (ha)	Open space gained (ha)
0.00	0.00

7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure via:

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
0.00	0.00	0.00



Development Management Questions Guidance

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as:
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments.
- Other application types includes
  - Applications for a Certificate of Lawfulness of Existing Use of Development.
  - Applications for a Certificate of Lawfulness of Proposed Use or Development.
  - Applications submitted as a result of Article 4 and Article 7 Directions.
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 7(1) agreements under New Towns Act 1965.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/80.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

- The facts in the relevant forms should be interpreted as follows:
- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It includes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
  - A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning General Regulations 1992.
  - Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, car ports and porches, creation and widening of vehicular access.
  - Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises.
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.
  - Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
  - Tables 1 and 2 further break down applications by 'principal' use. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (including sui generis uses) should be recorded as 'other principal uses'.
  - 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1999 (as amended).
  - 'Dwellings' includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications where the principal use is for houses/flats/apartments that meet the criteria for dwellinghouses set out in the definition of 'major development', and also those that meet the general floorspace or etc area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
  - 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use of Development. Refer to the complete list of application types to be included at the top of this guidance note.
  - Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consents', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not one of the 'office' categories listed in the same table.

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 56th day following receipt of a valid planning application (as set out in Article 22 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 112th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999) or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within our outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals of the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' total for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments).

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during this period, other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter.
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of their investigation.
- 'Resolved' means one of the following: (a) a decision that, following investigation, no breach of planning control has occurred, (b) a decision that enforcement action is not expedient, (c) planning permission is subsequently granted through an application or enforcement appeal, (d) an enforcement or breach of condition notice is complied with, (e) the breach of control is ceased by the developer, (f) direct action by the authority removes the breach of control.

- [Town and Country Planning Act 1990](#)  
[Town and Country Planning \(Use Classes\) Order 1987](#)  
[Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)  
[Town and Country Planning \(Control of Advertisements\) Regulations 1992](#)  
[Town and Country Planning \(General Permitted Development\) Order 1995](#)  
[Town and Country Planning \(Environmental Impact Assessment\) \(England and Wales\) Regulations 1999](#)  
[Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)

Useful

## Sustainable Development Indicators - Guidance

### SD Indicators

- The purpose of the SD Indicators, as part of a Strategic Monitoring Framework, is to measure the contribution the planning system makes to sustainable development in Wales.
- The SD 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 collected will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.
- The SD Indicators are separate to the monitoring framework for local development plans (LDPs). The SD Indicators measure the sustainable development outcomes of significant planning applications, opposed to monitoring LDP policies. However, the data gathered will complement the information collected in Annual Monitoring Reports (AMRs).
- The SD Indicators, along with the data already collected through the AMRs and Development Management Quarterly Survey, will inform the production by the Welsh Government of an annual report on the planning system in Wales.

### Guidance

- We intend to make a number of changes to the IAPP form so that data is collected at source and is easily accessible for local planning authorities.
- It is however important to note that the SD Indicators apply to the development granted (or refused) planning permission and, as such, if a scheme is amended during the course of the application this should be reflected in the data recorded.
- The SD Indicators do not apply to householder planning applications.
- The SD Indicators only apply to planning applications - lawful development certificates and planning appeals should not be recorded.
- Only record final detailed (i.e. not outline) planning permissions - outline/reserved matters applications should only be recorded once the final reserved matter has been approved (see further guidance below for SD7 Community Infrastructure).
- Outline applications refused planning permission should be recorded.
- When a revised planning application is submitted for a site, which has already obtained planning permission for a similar development within the same year, the most recent application should be recorded. When the original application has been recorded in a previous quarterly return, within the same year, the difference should be recorded following the determination of the revised application.

### SD1 Economic Renewal - Economic Development

- The planning system should support economic development and steer such development to the most appropriate locations. This indicator will provide information on the contribution the planning system is making to delivering traditional economic development in identified employment sites.

### Guidance

- This question applies to the construction of new buildings (including re-development).
- The indicator does not apply to changes of use or extensions to existing buildings.
- Allocated employment sites refers to land allocated for economic development in the local planning authority's adopted development plan.
- Multiple use refers to an application for more than one B Use or an unspecified B Use.
- Floorspace refers to the gross internal floorspace of the proposed building.
- We intend to make changes to the IAPP form so that applicants record the floorspace proposed for all B1 Uses.

### SD2 A Low Carbon Economy - Renewable Energy

- The planning system can optimise renewable and low carbon energy generation. This indicator will tell us the contribution the planning system is making to delivering renewable and low carbon energy generation and moving towards a low carbon economy.

### Guidance

- This question refers to planning applications with an estimated output of up to 50MW.
- This question applies to stand-alone renewable or low carbon energy developments.
- The indicator does not apply to renewable or low carbon energy developments directly incorporated into the fabric of a building or built within a new development.
- We intend to make changes to the IAPP form so that applicants record the energy capacity of proposed stand-alone renewable energy development (by type).
- Renewable energy and low carbon energy is defined in Paragraph 12.8.7 of PPW:

[Planning Policy Wales](#)

### SD3 Access to Better Homes - New Homes

- The planning system can facilitate the provision of market and affordable housing to meet local housing requirements. This indicator will provide information on the contribution of the planning system in delivering new housing.

### Guidance

- This question applies to the construction of new dwellings (houses and flats) and conversions.
- The level of affordable housing recorded should be that granted planning permission (opposed to what is built). For example, an application proposing 100% affordable housing, which would provide a higher level of affordable housing than required in a LPA's development plan, should be recorded as 100% affordable housing.
- This question relates to the total number of new units for which planning permission has been granted - i.e. the number of existing dwellings on-site does not affect the data recorded.
- Affordable housing is defined in Section 6 and Annex B of TAN 2:

[Technical Advice Note 4: Planning and Affordable Housing](#)

### SD4 Resilience to Climate Change Flooding - Flood Risk

- 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 will provide information on how planning applications for development in floodplain areas are being managed.

### Guidance

- This question applies to new developments and changes of use.
- The indicator does not apply to extensions.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- With sites that are partly in a floodplain - only record the element in the floodplain.
- We intend to make changes to the IAPP form so that applicants record the number of units (for residential development) and area of land (for non-residential development) proposed in C1 and C2 floodplain areas.
- The tests are outlined in Paragraph 6, and Appendix 1, of TAN 15:

[Technical Advice Note 15: Development and Flood Risk](#)

### SD5 Efficient Land Use - Previously Developed Land

- 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 will tell us where the planning system is directing new development.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- We intend to make changes to the IAPP form so that applicants record the area of land proposed for development on previously developed land and greenfield land.
- Previously developed land is defined in Figure 4.3 of PPW:

[Planning Policy Wales](#)

### SD6 Open Space - Open Space Lost/Gained

- 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 will measure how the planning system is protecting existing, and facilitating the provision of new, open spaces.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- We intend to make changes to the IAPP form so that applicants record the loss and gain of open space as a result of the proposed development.
- Open space is defined in Annex A of TAN 16:

[Technical Advice Note 16: Sport, Recreation and Open Space](#)

### SD7 Community Infrastructure - Contributions Secured for Community Facilities

- 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.

### Guidance

- This indicator only applies to financial contributions, for the provision of community infrastructure, and does not apply to the provision of on-site community facilities as part of the scheme.
- Infrastructure is defined in Part 11, Paragraph 216, 2 (a-f) of the Planning Act 2008:

[Planning Act 2008](#)

## **Development Management Quarterly Survey - Release Notes**

### **V1.0 - February 2013**

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### **V1.1 - 10 July 2014**

- Clarification of guidance for determination of LBC applications to be referred to CADW

### **V1.2 - December 2014**

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### **V1.3 - March 2015**

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### **V1.4 - October 2015**

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### **V1.5 - January 2016**

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### **V1.6 - June 2016**

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.



**Lewis, Paul M J (ESNR-Planning)**

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 26 October 2016 17:15  
**To:** Planning Directorate Mailbox  
**Subject:** DM Quarterly Return Quarter 2 2016/17  
**Attachments:** Q2 Development Management Quarterly Survey Jul - Sep 16.xlsx

Dear Planning Directorate,

Find attached Monmouthshire County Council's return.

Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

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Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/MCCPlanning](http://www.twitter.com/MCCPlanning)

Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities' development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q2
Year:	2016-17

**Please return this form no later than 22 July 2016**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

- Q1 = April to June.
- Q2 = July to September.
- Q3 = October to December.
- Q4 = January to March.



Llywodraeth Cymru  
Welsh Government

## Technical guidance for completing the form

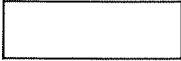
[Back to Home Page](#)

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.



**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	5	2	0	2
Offices (B1(a))	0	0	0	0
B8)	1	2	0	2
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	1	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	45	16	2	18
Offices (B1(a))	0	0	0	0
B8)	4	5	0	5
Retail (A1-A3)	5	6	0	6
Other principal uses	50	35	0	35
General Regulations	0	0	0	0
Householder	104	98	3	101

**Other consents**

Renewals and variation of conditions	9	8	0	8
Discharge of conditions	47			44
Advertisements	5	8	0	8
Listed Buildings	24	18	0	18
Other consent types	12	9	1	10

**Non Material Amendment applications**

Applications for Non Material Amendments	32	25	2	27
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**Statutory Pre-application cases**

Statutory Pre-application cases	2			2
---------------------------------	---	--	--	---

<b>Total</b>	<b>312</b>	<b>208</b>	<b>6</b>	<b>258</b>
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2. Speed in determining applications during the quarter

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	1	1	0	0	1	0	2 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	2	0	0	0	0	0	2 ✓
Retail (A1-A3)	0	0	0	0	0	0	0 ✓
Minerals	0	0	0	0	0	0	0 ✓
Waste Disposal	0	0	0	0	0	0	0 ✓
Other principal uses	0	1	0	0	1	0	1 ✓
General Regulations	0	0	0	0	0	0	0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	9	9	0	0	6	3	18 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	2	3	0	0	2	1	5 ✓
Retail (A1-A3)	1	5	0	0	4	1	6 ✓
Other principal uses	19	16	0	0	11	5	35 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	71	30	0	0	26	4	101 ✓

<b>Other consents</b>							
Renewals and variation of conditions	7	1	0	0	1	0	8 ✓
Discharge of conditions	28	16			9	7	44 ✓
Advertisements	2	6			4	2	8 ✓
Listed Buildings	10	8			5	3	18 ✓
Other consent types	9	1	0	0	1	0	10 ✓

Non Material Amendment applications	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	Total
Applications for Non Material Amendments	21	6	3	3	27 ✓

Statutory Pre-application cases	Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	Total
Statutory Pre-application cases	0	2	0	2	2 ✓

<b>Total</b>	<b>161</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>71</b>	<b>26</b>	<b>258</b> ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	72.0
Average time to determine all applications	66.0

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	260
Received during the quarter	312

Determined during the quarter	258
Withdrawn by applicant during the quarter	9
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	305
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	19	
Number of decisions made under delegated powers	239	
<b>Total number of planning decisions made</b>	258	✓
Number of applications granted permission following officers recommendation to refuse	0	
Number of applications refused permission following officers recommendation to approve	0	
<b>Total number of decisions made contrary to officer recommendation</b>	0	✓

**5. Number of enforcement cases investigated and resolved**

	Number
Number of cases investigated in 84 days or less	92
Number of cases investigated in more than 84 days	0
<b>Total number of enforcement cases investigated</b>	92

Number of cases resolved in 180 days or less	46
Number of cases resolved in more than 180 days	20
<b>Total number of enforcement cases resolved</b>	66

Average time taken to investigate enforcement cases, in days	30.0
Average time taken to resolve enforcement cases, in days	119.0

**Sustainable Development Indicators - Questions**

If there is no data to report for the relevant category in this quarter, please type "Nil" in the relevant field.  
If you are not collecting data, please leave the relevant field blank.

**1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the quarter:**

	planning permission (square metres)	planning permission (square metres)
Business (B1)	0.00	0.00
General Industry (B2)	0.00	0.00
Storage and Distribution (B8)	0.00	0.00
Multiple Uses (B1/B2/B8)	2040.00	
<b>Total</b>	<b>2040</b>	<b>0</b>

**2. Planning permission granted for renewable and low carbon energy development during the quarter:**

	Number of planning applications granted planning permission	Total energy output capacity granted planning permission (MW)
Anaerobic digestion	0.00	0.00
Biofuels	0.00	0.00
Biomass	0.00	0.00
Combined heat and power (CHP)	0.00	0.00
District heating	0.00	0.00
Fuel cells	0.00	0.00
Geothermal	0.00	0.00
Ground/Water/Air heat pumps	0.00	0.00
Hydropower	0.00	0.00
Solar	1.00	6.00
Waste heat energy	0.00	0.00
Wind	0.00	0.00
Other low carbon or renewable energy	0.00	0.00
<b>Total</b>	<b>1</b>	<b>6</b>

**3. The number of dwellings granted planning permission during the quarter:**

Market Housing	Affordable Housing
56	18

**4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the quarter:**

		Residential Number of units		Non-Residential Area of land (ha)	
		C1	C2	C1	C2
Not meeting all TAN15 tests:	(i) Granted planning permission	0	0	0.00	0.00
	(ii) Refused planning permission (on flood risk grounds)	0	0	0.00	0.00
Meeting all TAN15 tests:	(i) Granted planning permission	1	1	0.00	0.00

**5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the quarter:**

Previously developed land (ha)	Greenfield land (ha)
10.70	4.20

**6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter:**

Open space lost (ha)	Open space gained (ha)
0.00	0.00

**7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure via:**

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
268,014.00	0.00	268,014.00

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments
- Other application types include
  - Applications for a Certificate of Lawfulness of Existing Use or Development.
  - Applications for a Certificate of Lawfulness of Proposed Use or Development.
  - Applications submitted as a result of Article 6 and Article 7 Directions.
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 7(1) agreements under New Towns Act 1956.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/90.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

- The fields in the relevant forms should be interpreted as follows
- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
  - A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning (General Regulations) 1992.
  - Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, car ports and porches, creation and widening of vehicular access.
  - Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land available to direct members of the public to premises.
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.
  - Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
  - Tables 1 and 2 further break down applications by 'principal' use. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included sub-genera uses) should be recorded as 'other principal uses'.
  - 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1989 (as amended).
  - 'Dwellings' includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications where the principal use is for houses/apartments that meet the criteria for dwellings set out in the definition of 'major development', and also those that meet the general floorspace or site area criteria of that definition set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
  - 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use or Development. Refer to the complete list of application types to be included at the top of this guidance note.
  - Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consents', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not either of the 'office' categories listed in the same table.

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 10 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 56th day following receipt of a valid planning application (as set out in Article 22 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 108 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 120th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999), or the authority has resolved to grant permission subject to signing of a Section 108 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 108 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within or outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals for the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (not non-material amendments).

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during this period, other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter.
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of their investigation.
- Resolved means one of the following: (a) a decision that, following investigation, no breach of planning control has occurred, (b) a decision that enforcement action is not expedient, (c) planning permission is subsequently granted through an application or enforcement appeal (d) an enforcement or breach of condition notice is complied with, (e) the breach of control is ceased by the developer, (f) direct action by the authority removes the breach of control.

**Town and Country Planning Act 1990**

- Town and Country Planning (Use Classes) Order 1987
- Town and Country Planning (Applications) Regulations 1984
- Town and Country Planning (Control of Advertisements) Regulations 1992
- Town and Country Planning (General Regulations) 1992
- Town and Country Planning (General Permitted Development) Order 1995
- Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999
- Town and Country Planning (Development Management Procedure) (Wales) Order 2012

**Useful Links**

## Sustainable Development Indicators - Guidance

### SD Indicators

- The purpose of the SD Indicators, as part of a Strategic Monitoring Framework, is to measure the contribution the planning system makes to sustainable development in Wales.
- The SD 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 collected will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.
- The SD Indicators are separate to the monitoring framework for local development plans (LDPs). The SD Indicators measure the sustainable development outcomes of significant planning applications, opposed to monitoring LDP policies. However, the data gathered will complement the information collected in Annual Monitoring Reports (AMRs).
- The SD Indicators, along with the data already collected through the AMRs and Development Management Quarterly Survey, will inform the production by the Welsh Government of an annual report on the planning system in Wales.

### Guidance

- We intend to make a number of changes to the TAPP form so that data is collected at source and is easily accessible for local planning authorities.
- It is however important to note that the SD Indicators apply to the development granted (or refused) planning permission and, as such, if a scheme is amended during the course of the application this should be reflected in the data recorded.
- The SD Indicators do not apply to householder planning applications.
- The SD Indicators only apply to planning applications - lawful development certificates and planning appeals should not be recorded.
- Only record final detailed (i.e. not outline) planning permissions - outline/reserved matters applications should only be recorded once the final reserved matter has been approved (see further guidance below for SD7 Community Infrastructure).
- Outline applications refused planning permission should be recorded.
- When a revised planning application is submitted for a site, which has already obtained planning permission for a similar development within the same year, the most recent application should be recorded. When the original application has been recorded in a previous quarterly return, within the same year, the difference should be recorded following the determination of the revised application.

### SD1 Economic Renewal - Economic Development

- The planning system should support economic development and steer such development to the most appropriate locations. This indicator will provide information on the contribution the planning system is making to delivering traditional economic development in identified employment sites.

### Guidance

- This question applies to the construction of new buildings (including re-development).
- The indicator does not apply to changes of use or extensions to existing buildings.
- Allocated employment sites refers to land allocated for economic development in the local planning authority's adopted development plan.
- Multiple use refers to an application for more than one B Use or an unspecified B Use.
- Floorspace refers to the gross internal floorspace of the proposed building.
- We intend to make changes to the TAPP form so that applicants record the floorspace proposed for all B1 Uses.

### SD2 A Low Carbon Economy - Renewable Energy

- The planning system can optimise renewable and low carbon energy generation. This indicator will tell us the contribution the planning system is making to delivering renewable and low carbon energy generation and moving towards a low carbon economy.

### Guidance

- This question refers to planning applications with an estimated output of up to 50MW.
- This question applies to stand-alone renewable or low carbon energy developments.
- The indicator does not apply to renewable or low carbon energy developments directly incorporated into the fabric of a building or built within a new development.
- We intend to make changes to the TAPP form so that applicants record the energy capacity of proposed stand-alone renewable energy development (by type).
- Renewable energy and low carbon energy is defined in Paragraph 12.8.7 of PPW.

### Planning Policy Wales

### SD3 Access to Better Homes - New Homes

- The planning system can facilitate the provision of market and affordable housing to meet local housing requirements. This indicator will provide information on the contribution of the planning system in delivering new housing.

### Guidance

- This question applies to the construction of new dwellings (houses and flats) and conversions.
- The level of affordable housing recorded should be that granted planning permission (opposed to what is built). For example, an application proposing 100% affordable housing, which would provide a higher level of affordable housing than required in a LPA's development plan, should be recorded as 100% affordable housing.
- This question relates to the total number of new units for which planning permission has been granted - i.e. the number of existing dwellings on-site does not affect the data recorded.
- Affordable housing is defined in Section 6, and Annex B, of TAN 2.

### Technical Advice Note 15: Development and Flood Risk

### SD4 Resilience to Climate Change Flooding - Flood Risk

- 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 will provide information on how planning applications for development in floodplain areas are being managed.

### Guidance

- This question applies to new developments and changes of use.
- The indicator does not apply to extensions.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- With sites that are partly in a floodplain - only record the element in the floodplain.
- We intend to make changes to the TAPP form so that applicants record the number of units (for residential development) and area of land (for non-residential development) proposed in C1 and C2 floodplain areas.
- The tests are outlined in Paragraph 6, and Appendix 1, of TAN 15.

### Technical Advice Note 15: Development and Flood Risk

### SD5 Efficient Land Use - Previously Developed Land

- 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 will tell us where the planning system is directing new development.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- We intend to make changes to the TAPP form so that applicants record the area of land proposed for development on previously developed land and greenfield land.
- Previously developed land is defined in Figure 4.3 of PPW.

### Planning Policy Wales

### SD6 Open Space - Open Space Lost/Gained

- 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 will measure how the planning system is protecting existing, and facilitating the provision of new, open spaces.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- We intend to make changes to the TAPP form so that applicants record the loss and gain of open space as a result of the proposed development.
- Open space is defined in Annex A of TAN 16.

### Technical Advice Note 16: Sport, Recreation and Open Space

### SD7 Community Infrastructure - Contributions Secured for Community Facilities

- 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.

### Guidance

- This indicator only applies to financial contributions, for the provision of community infrastructure, and does not apply to the provision of on-site community facilities as part of the scheme.
- Infrastructure is defined in Part 11, Paragraph 216, 2(a-f) of the Planning Act 2008.

### Planning Act 2008

## **Development Management Quarterly Survey - Release Notes**

### **V1.0 - February 2013**

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### **V1.1 - 10 July 2014**

- Clarification of guidance for determination of LBC applications to be referred to CADW

### **V1.2 - December 2014**

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### **V1.3 - March 2015**

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### **V1.4 - October 2015**

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### **V1.5 - January 2016**

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### **V1.6 - June 2016**

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.

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ATISN 13864 - ATISN 13869 - ITEM 010

**Lewis, Paul M J (ESNR-Planning)**

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 31 January 2017 09:23  
**To:** Planning Directorate Mailbox  
**Subject:** RE: Development Management Quarterly Survey - October to December 2016  
**Attachments:** Q3 Development Management Quarterly Survey Oct - DesSep 16.xlsx

Find attached Mon CC's DM Quarterly Return.

Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/monmouthshirecc](http://www.twitter.com/monmouthshirecc)

Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/MCCPlanning](http://www.twitter.com/MCCPlanning)

# **APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



**From:** Paul.Lewis@wales.gsi.gov.uk [mailto:Paul.Lewis@wales.gsi.gov.uk]  
**Sent:** 10 January 2017 09:37  
**To:** Steve.smith@blaenau-gwent.gov.uk; Jane.Engel@blaenau-gwent.gov.uk;  
planning.enquiries@breconbeacons.org; jane.pashley@breconbeacons.org; Craig.flower@bridgend.gov.uk;  
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<PhilipThomas@monmouthshire.gov.uk>; n.pearce@neath-porttalbot.gov.uk; g.sterio@neath-porttalbot.gov.uk;  
s.ball@neath-porttalbot.gov.uk; louisea.thomas@newport.gov.uk; tom.nettleship@pembrokeshire.gov.uk;  
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sued@pembrokeshirecoast.org.uk; richard.edwards2@powys.gov.uk; Bethan.H.Jenkins@rctcbc.gov.uk;  
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FLambert@valeofglamorgan.gov.uk; anns.Jones@wrexham.gov.uk; david.williams@wrexham.gov.uk;  
paul.nelson@wrexham.gov.uk  
**Subject:** Development Management Quarterly Survey - October to December 2016

Dear Colleagues

Please could you complete the DM questions on tables 1-5 and the Sustainable Development Indicator questions on the attached DM quarterly survey form (with guidance enclosed) to submit your Q3 quarterly returns for the period October to December 2016. Completed forms are to be returned to [Planning.Director@Wales.GSI.Gov.UK](mailto:Planning.Director@Wales.GSI.Gov.UK) by the 31<sup>st</sup> January 2017.

Please let me know if you have any further queries.

Kind Regards,

*Paul M J Lewis*  
**Implementation and Performance  
Planning Directorate  
Welsh Government  
Tel : 0300 025 3722  
<mailto:Paul.Lewis@Wales.GSI.Gov.UK>**

On leaving the Government Secure Intranet this email was certified virus free. Communications via the GSI may be automatically logged, monitored and/or recorded for legal purposes.

Wrth adael Mewnrwyd Ddiogel y Llywodraeth nid oedd unrhyw feirws yn gysylltiedig â'r neges hon. Mae'n ddigon posibl y bydd unrhyw ohebiaeth drwy'r GSi yn cael ei logio, ei monitro a/neu ei chofnodi yn awtomatig am resymau cyfreithiol.

Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.

## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q3
Year:	2016-17

**Please return this form no later than 31 January 2017**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.



Llywodraeth Cymru  
Welsh Government

## Technical guidance for completing the form

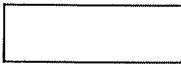
[Back to Home Page](#)

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.

**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	2	2	0	2
Offices (B1(a) ( (	0	0	0	0
B8)	0	0	0	0
Retail (A1-A3)	1	1	0	1
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	1	2	0	2
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	31	33	4	37
Offices (B1(a) ( (	3	0	0	0
B8)	1	3	0	3
Retail (A1-A3)	6	4	0	4
Other principal uses	44	37	1	38
General Regulations	0	1	0	1
Householder	91	82	1	83

**Other consents**

Renewals and variation of conditions	10	6	1	7
Discharge of conditions	61			41
Advertisements	5	9	1	10
Listed Buildings	26	18	0	18
Other consent types	14	14	1	15

**Non Material Amendment applications**

Applications for Non Material Amendments	27	28	0	28
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**Statutory Pre-application cases**

Statutory Pre-application cases	1			1
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<b>Total</b>	<b>296</b>	<b>212</b>	<b>9</b>	<b>262</b>
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2. Speed in determining applications during the quarter

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	0	2	0	0	2	0	2 ✓
Offices (B1(a))	0	0	0	0			0 ✓
B8)	0	0	0	0			0 ✓
Retail (A1-A3)	0	1	0	0	1	0	1 ✓
Minerals	0	0	0	0			0 ✓
Waste Disposal	0	0	0	0			0 ✓
Other principal uses	0	2	0	0	1	1	2 ✓
General Regulations	0	0	0	0			0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	14	23	0	0	21	2	37 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	1	2	0	0	0	2	3 ✓
Retail (A1-A3)	1	3	0	0	3	0	4 ✓
Other principal uses	22	16	0	0	13	3	38 ✓
General Regulations	1	0	0	0	0	0	1 ✓
Householder	65	18	0	0	12	6	83 ✓

<b>Other consents</b>							
Renewals and variation of conditions	3	4	0	0	2	2	7 ✓
Discharge of conditions	27	14			10	4	41 ✓
Advertisements	4	6			6	0	10 ✓
Listed Buildings	4	14			6	8	18 ✓
Other consent types	13	2	0	0	2	0	15 ✓

Non Material Amendment applications	Less than 28 days		Over 28 days		Within agreed time		Outside agreed time		Total
	Less than 28 days	Over 28 days	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	Within agreed time	Outside agreed time	
Applications for Non Material Amendments	20	8			6	2	6	2	28 ✓

Statutory Pre-application cases	Less than 21 days		Over 21 days		Within agreed time		Outside agreed time		Total
	Less than 21 days	Over 21 days	Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	Within agreed time	Outside agreed time	
Statutory Pre-application cases	1	0			0	0	0	0	1 ✓

<b>Total</b>	<b>155</b>	<b>107</b>	<b>0</b>	<b>0</b>	<b>79</b>	<b>28</b>	<b>79</b>	<b>28</b>	<b>262</b> ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	186.0
Average time to determine all applications	80.0

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	305
Received during the quarter	296

Determined during the quarter	262
Withdrawn by applicant during the quarter	10
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	329
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	18	
Number of decisions made under delegated powers	244	
<b>Total number of planning decisions made</b>	262	✓
Number of applications granted permission following officers recommendation to refuse	0	
Number of applications refused permission following officers recommendation to approve	2	
<b>Total number of decisions made contrary to officer recommendation</b>	2	✓

**5. Number of enforcement cases investigated and resolved**

	Number
Number of cases investigated in 84 days or less	83
Number of cases investigated in more than 84 days	80
<b>Total number of enforcement cases investigated</b>	163

Number of cases resolved in 180 days or less	19
Number of cases resolved in more than 180 days	29
<b>Total number of enforcement cases resolved</b>	48

Average time taken to investigate enforcement cases, in days	20.0
Average time taken to resolve enforcement cases, in days	366.0

**Sustainable Development Indicators - Questions**

If there is no data to report for the relevant category in this quarter, please type "Nil" in the relevant field.  
If you are not collecting data, please leave the relevant field blank.

**1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the quarter:**

	planning permission (square metres)	planning permission (square metres)
Business (B1)	0.00	0.00
General Industry (B2)	0.00	0.00
Storage and Distribution (B8)	0.00	0.00
Multiple Uses (B1/B2/B8)	0.00	0.00
<b>Total</b>	<b>0</b>	<b>0</b>

**2. Planning permission granted for renewable and low carbon energy development during the quarter:**

	Number of planning applications granted planning permission	Total energy output capacity granted planning permission (MW)
Anaerobic digestion	0.00	0.00
Biofuels	0.00	0.00
Biomass	0.00	0.00
Combined heat and power (CHP)	0.00	0.00
District heating	0.00	0.00
Fuel cells	0.00	0.00
Geothermal	0.00	0.00
Ground/Water/Air heat pumps	0.00	0.00
Hydropower	0.00	0.00
Solar	0.00	0.00
Waste heat energy	0.00	0.00
Wind	0.00	0.00
Other low carbon or renewable energy	0.00	0.00
<b>Total</b>	<b>0</b>	<b>0</b>

**3. The number of dwellings granted planning permission during the quarter:**

Market Housing	Affordable Housing
50	4

**4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the quarter:**

		Residential Number of units		Non-Residential Area of land (ha)	
		C1	C2	C1	C2
Not meeting all TAN15 tests:	(i) Granted planning permission	0	0	0.00	0.00
	(ii) Refused planning permission (on flood risk grounds)	0	4	0.00	0.00
Meeting all TAN15 tests:	(i) Granted planning permission	2	0	0.00	0.00

**5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the quarter:**

Previously developed land (ha)	Greenfield land (ha)
1.10	0.61

**6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter:**

Open space lost (ha)	Open space gained (ha)
0.00	0.00

**7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure via:**

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
£1,084,948	0.00	1,084,948.00



**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments.

General

- Other application types includes
  - Applications for a Certificate of Lawfulness of Existing Use of Development.
  - Applications for a Certificate of Lawfulness of Proposed Use or Development.
  - Applications submitted as a result of Article 4 and Article 7 Directions.
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 7(1) agreements under New Towns Act 1965.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 29/90.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

The facts in the relevant forms should be interpreted as follows

- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
- A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning General Regulations 1992.
- Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, cat ports and porches, creation and widening of vehicular access.
- Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises.
- Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.
- Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
- Tables 1 and 2 further break down applications by 'principal' use. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included sui generis uses) should be recorded as 'other principal uses'.
- 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1989 (as amended).
- 'Dwelling' includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications (where the principal use is for house/flats/apartments) that meet the criteria for dwellings set out in the definition of 'major development', and also those that meet the general floor space or site area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
- 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
- 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use of Development. Refer to the complete list of application types to be included at the top of this guidance note.
- Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consent', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not enter the 'office' categories listed in the same table.

Tables 1 and 2

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 60th day following receipt of a valid planning application (as set out in Article 12 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 112th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within or outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals of the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' total for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments).

Table only

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during the period; other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

Table 3

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

Table 4

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter.
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of their investigation.
- 'Resolved' means one of the following: (a) a decision that, following investigation, no breach of planning control has occurred, (b) a decision that enforcement action is not expedient, (c) planning permission is subsequently granted through an application or enforcement appeal, (d) an enforcement or breach of condition notice is complied with, (e) the breach of control is ceased by the developer, (f) direct action by the authority removes the breach of control.

Table 5

**Town and Country Planning Act 1992**

- Town and Country Planning (Use Classes) Order 1987
- Town and Country Planning (General Permitted Development) Regulations 1998
- Town and Country Planning (Control of Advertisements) Regulations 1992
- Town and Country Planning General Regulations 1992
- Town and Country Planning (General Permitted Development) Order 1995
- Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999
- Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Useful Links

## Sustainable Development Indicators - Guidance

### SD Indicators

- The purpose of the SD Indicators, as part of a Strategic Monitoring Framework, is to measure the contribution the planning system makes to sustainable development in Wales.
- The SD 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 collected will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.
- The SD Indicators are separate to the monitoring framework for local development plans (LDPs). The SD Indicators measure the sustainable development outcomes of significant planning applications, opposed to monitoring LDP policies. However, the data gathered will complement the information collected in Annual Monitoring Reports (AMRs).
- The SD Indicators, along with the data already collected through the AMRs and Development Management Quarterly Survey, will inform the production by the Welsh Government of an annual report on the planning system in Wales.

### Guidance

- We intend to make a number of changes to the IAPP form so that data is collected at source and is easily accessible for local planning authorities.
- It is however important to note that the SD Indicators apply to the development granted (or refused) planning permission and, as such, if a scheme is amended during the course of the application this should be reflected in the data recorded.
- The SD Indicators do not apply to household planning applications.
- The SD Indicators only apply to planning applications - lawful development certificates and planning appeals should not be recorded.
- Only record final detailed (i.e. not outline) planning permissions - outline/reserved matters applications should only be recorded once the final reserved matter has been approved (see further guidance below for SD7 Community Infrastructure).
- Outline applications refused planning permission should be recorded.
- When a revised planning application is submitted for a site, which has already obtained planning permission for a similar development within the same year, the most recent application should be recorded. When the original application has been recorded in a previous quarterly return, within the same year, the difference should be recorded following the determination of the revised application.

### SD1 Economic Renewal - Economic Development

- The planning system should support economic development and steer such development to the most appropriate locations. This indicator will provide information on the contribution the planning system is making to delivering traditional economic development in identified employment sites.

### Guidance

- This question applies to the construction of new buildings (including re-development).
- The indicator does not apply to changes of use or extensions to existing buildings.
- Allocated employment sites refers to land allocated for economic development in the local planning authority's adopted development plan.
- Multiple use refers to an application for more than one B Use or an unspecified B Use.
- Floorpace refers to the gross internal floorpace of the proposed building.
- We intend to make changes to the IAPP form so that applicants record the floorpace proposed for all B1 Uses.

### SD2 A Low Carbon Economy - Renewable Energy

- The planning system can optimise renewable and low carbon energy generation. This indicator will tell us the contribution the planning system is making to delivering renewable and low carbon energy generation and moving towards a low carbon economy.

### Guidance

- This question refers to planning applications with an estimated output of up to 50MW.
- This question applies to stand-alone renewable or low carbon energy developments.
- The indicator does not apply to renewable or low carbon energy developments directly incorporated into the fabric of a building or built within a new development.
- We intend to make changes to the IAPP form so that applicants record the energy capacity of proposed stand-alone renewable energy development (by type).
- Renewable energy and low carbon energy is defined in Paragraph 12.8.7 of PPW.

### Planning Policy Wales

### SD3 Access to Better Homes - New Homes

- The planning system can facilitate the provision of market and affordable housing to meet local housing requirements. This indicator will provide information on the contribution of the planning system in delivering new housing.

### Guidance

- This question applies to the construction of new dwellings (houses and flats) and conversions.
- The level of affordable housing recorded should be that granted planning permission (opposed to what is built). For example, an application proposing 100% affordable housing, which would provide a higher level of affordable housing than required in a LPA's development plan, should be recorded as 100% affordable housing.
- This question relates to the total number of new units for which planning permission has been granted - i.e. the number of existing dwellings on-site does not affect the data recorded.
- Affordable housing is defined in Section 5 and Annex B of TAN 2: [Technical Advice Note 8: Planning and Affordable Housing](#)

### SD4 Resilience to Climate Change Flooding - Flood Risk

- 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 will provide information on how planning applications for development in floodplain areas are being managed.

### Guidance

- This question applies to new developments and changes of use.
- The indicator does not apply to extensions.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- With sites that are partly in a floodplain - only record the element in the floodplain.
- We intend to make changes to the IAPP form so that applicants record the number of units (for residential development) and area of land (for non-residential development) proposed in C1 and C2 floodplain areas.
- The tests are outlined in Paragraph 6, and Appendix 1, of TAN 15: [Technical Advice Note 15: Development and Flood Risk](#)

### Technical Advice Note 15: Development and Flood Risk

### SD5 Efficient Land Use - Previously Developed Land

- 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 will tell us where the planning system is directing new development.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- We intend to make changes to the IAPP form so that applicants record the area of land proposed for development on previously developed land and greenfield land.
- Previously developed land is defined in Figure 4.3 of PPW.

### Planning Policy Wales

### SD6 Open Space - Open Space Lost/Gained

- 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 will measure how the planning system is protecting existing, and facilitating the provision of new, open spaces.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- We intend to make changes to the IAPP form so that applicants record the loss and gain of open space as a result of the proposed development.
- Open space is defined in Annex A of TAN 16: [Technical Advice Note 16: Sport, Recreation and Open Space](#)

### Technical Advice Note 16: Sport, Recreation and Open Space

### SD7 Community Infrastructure - Contributions Secured for Community Facilities

- 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.

### Guidance

- This indicator only applies to financial contributions, for the provision of community infrastructure, and does not apply to the provision of on-site community facilities as part of the scheme.
- Infrastructure is defined in Part 11, Paragraph 216, 2 (a-f) of the Planning Act 2008: [Planning Act 2008](#)

### Planning Act 2008

## Development Management Quarterly Survey - Release Notes

### V1.0 - February 2013

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### V1.1 - 10 July 2014

- Clarification of guidance for determination of LBC applications to be referred to CADW

### V1.2 - December 2014

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### V1.3 - March 2015

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### V1.4 - October 2015

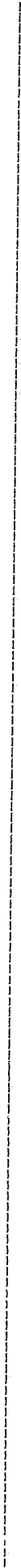
- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### V1.5 - January 2016

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### V1.6 - June 2016

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.



Lewis, Paul M J (ESNR-Planning)

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 20 April 2017 14:53  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Survey - January to March 2017  
**Attachments:** Q4 Development Management Quarterly Survey Jan - March 17.xlsx

Dear Planning Directorate,

Find attached the DM Quarterly Return for Monmouthshire CC.

Kind Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

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#**APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q4
Year:	2016-17

**Please return this form no later than 31 January 2017**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.



Llywodraeth Cymru  
Welsh Government

## Technical guidance for completing the form

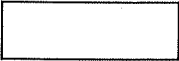
[Back to Home Page](#)

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.



**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	1	3	2	5
Offices (B1(a))	0	0	0	0
B8)	0	0	0	0
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	2	0	0	0
General Regulations	0	0	0	0
<b>Planning applications for minor and householder developments</b>				
Dwellings (C3)	35	25	3	28
Offices (B1(a))	1	3	0	3
B8)	2	2	0	2
Retail (A1-A3)	7	9	1	10
Other principal uses	34	31	0	31
General Regulations	2	0	0	0
Householder	94	84	3	87
<b>Other consents</b>				
Renewals and variation of conditions	11	9	2	11
Discharge of conditions	36			47
Advertisements	15	12	1	13
Listed Buildings	23	15	2	17
Other consent types	20	18	0	18
<b>Non Material Amendment applications</b>				
Applications for Non Material Amendments	35	42	0	42
<b>Statutory Pre-application cases</b>				
Statutory Pre-application cases	9			5
<b>Total</b>	<b>283</b>	<b>211</b>	<b>14</b>	<b>272</b>

2. Speed in determining applications during the quarter

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	3	2	0	0	2	0	5 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	0	0	0	0	0	0	0 ✓
Retail (A1-A3)	0	0	0	0	0	0	0 ✓
Minerals	0	0	0	0	0	0	0 ✓
Waste Disposal	0	0	0	0	0	0	0 ✓
Other principal uses	0	0	0	0	0	0	0 ✓
General Regulations	0	0	0	0	0	0	0 ✓
<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	10	18	0	0	17	1	28 ✓
Offices (B1(a))	2	1	0	0	1	0	3 ✓
B8)	1	1	0	0	1	0	2 ✓
Retail (A1-A3)	6	4	0	0	3	1	10 ✓
Other principal uses	20	11	0	0	9	2	31 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	64	23	0	0	21	2	87 ✓
<b>Other consents</b>							
Renewals and variation of conditions	9	2	0	0	2	0	11 ✓
Discharge of conditions	25	22			15	7	47 ✓
Advertisements	8	5			5	0	13 ✓
Listed Buildings	1	16			6	10	17 ✓
Other consent types	18	0	0	0	0	0	18 ✓
<b>Non Material Amendment applications</b>							
	Less than 28 days	Over 28 days			Within agreed time	Outside agreed time	
Applications for Non Material Amendments	35	7			5	2	42 ✓
<b>Statutory Pre-application cases</b>							
	Less than 21 days	Over 21 days			Within agreed time	Outside agreed time	
Statutory Pre-application cases	4	1			0	1	5 ✓
<b>Total</b>	<b>167</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>82</b>	<b>23</b>	<b>272 ✓</b>
<b>Average time taken to determine planning applications</b>							
	Days						
Average time to determine major applications	917.0						
Average time to determine all applications	78.0						

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	329
Received during the quarter	283

Determined during the quarter	272
Withdrawn by applicant during the quarter	10
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	330
---	-----

**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	16	
Number of decisions made under delegated powers	256	
<b>Total number of planning decisions made</b>	272	✓
Number of applications granted permission following officers recommendation to refuse	1	
Number of applications refused permission following officers recommendation to approve	1	
<b>Total number of decisions made contrary to officer recommendation</b>	2	✓

**5. Number of enforcement cases investigated and resolved**

	Number
Number of cases investigated in 84 days or less	136
Number of cases investigated in more than 84 days	0
<b>Total number of enforcement cases investigated</b>	136

Number of cases resolved in 180 days or less	77
Number of cases resolved in more than 180 days	24
<b>Total number of enforcement cases resolved</b>	101

Average time taken to investigate enforcement cases, in days	15.0
Average time taken to resolve enforcement cases, in days	116.0

**Sustainable Development Indicators - Questions**

If there is no data to report for the relevant category in this quarter, please type "Nil" in the relevant field.  
If you are not collecting data, please leave the relevant field blank.

**1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the quarter:**

planning permission (square metres)	planning permission (square metres)
-------------------------------------	-------------------------------------

Business (B1)	0.00	0.00
General Industry (B2)	0.00	0.00
Storage and Distribution (B8)	0.00	0.00
Multiple Uses (B1/B2/B8)	0.00	0.00
<b>Total</b>	<b>0</b>	<b>0</b>

**2. Planning permission granted for renewable and low carbon energy development during the quarter:**

Number of planning applications granted planning permission	Total energy output capacity granted planning permission (MW)
---	---

Anaerobic digestion	0.00	0.00
Biofuels	0.00	0.00
Biomass	1.00	1.00
Combined heat and power (CHP)	1.00	7.20
District heating	0.00	0.00
Fuel cells	0.00	0.00
Geothermal	0.00	0.00
Ground/Water/Air heat pumps	0.00	0.00
Hydropower	0.00	0.00
Solar	0.00	0.00
Waste heat energy	0.00	0.00
Wind	0.00	0.00
Other low carbon or renewable energy		
<b>Total</b>	<b>2</b>	<b>8.2</b>

**3. The number of dwellings granted planning permission during the quarter:**

Market Housing	Affordable Housing
26	25

**4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the quarter:**

Residential	Non-Residential
Number of units	Area of land (ha)

		C1	C2	C1	C2
Not meeting all TAN15 tests:	(i) Granted planning permission	0	0	0.00	0.00
	(ii) Refused planning permission (on flood risk grounds)	0	0	0.00	0.00
Meeting all TAN15 tests:	(i) Granted planning permission	1	0	0.00	0.00

**5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the quarter:**

Previously developed land (ha)	Greenfield land (ha)
3.00	6.00

**6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter:**

Open space lost (ha)	Open space gained (ha)
0.00	2.00

**7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure via:**

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
405, 703	0.00	0.00

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as:
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012,
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications),
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992,
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required,
  - Applications for Listed Building Consent,
  - Applications for Non-Material Amendments
- Other application types includes
  - Applications for a Certificate of Lawfulness of Existing Use or Development
  - Applications for a Certificate of Lawfulness of Proposed Use or Development
  - Applications submitted as a result of Article 4 and Article 7 Directions
  - Land Compensation Act 1961 cases, i.e for certification of appropriate alternative development

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department,
- Section 7(1) agreements under New Towns Act 1955,
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/80,
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995,
- Applications for conservation area consent,
- Applications for hazardous substances consent

**APPLICATION CATEGORIES**

The fields in the relevant forms should be interpreted as follows

- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or crushing operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted;
- A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning General Regulations 1992;
- Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, clearance and lock-up garages, cat pots and porches, creation and widening of vehicular access,
- Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises;
- Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.
- Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications
- Tables 1 and 2 further break down applications by principal use. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included sui generis uses) should be recorded as 'other principal uses'.
- Principal use should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1999 (as amended)
- 'Dwelling' includes houses and flats. Therefore under the major development heading the category 'dwellings' should include applications (where the principal use is for house/flats/apartments) that meet the criteria for dwellings set out in the definition of 'major development', and also those that meet the general floorpace or site area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
- 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990
- Other consent types are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use or Development. Refer to the complete list of application types to be included at the top of this guidance note
- Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consents', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not either of the 'office' categories listed in the same table

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks
- Applications for non-material amendments to existing permissions should be determined within 28 days
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 80th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 120th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within or outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals of the "within 8 weeks", "within 16 weeks" and "within a PPA" are added together to calculate the "on time" total for the LPA
- Applications determined within statutory time periods should feature in the "within 8 weeks" or "within 16 weeks" columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments)

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter
- Authorities should input the number of applications withdrawn and transferred during this period; other fields will automatically populate. Please cross check the auto-populated fields against your own totals
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of their investigation
- 'Resolved' means one of the following: (a) a decision that, following investigation, no breach of planning control has occurred, (b) a decision that enforcement action is not expedient, (c) planning permission is subsequently granted through an application or enforcement appeal (d) an enforcement or breach of condition notice is complied with, (e) the breach of control is ceased by the developer, (f) direct action by the authority removes the breach of control

[Town and Country Planning Act 1990](#)

[Town and Country Planning \(Use Classes\) Order 1987](#)

[Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)

[Town and Country Planning \(Control of Advertisements\) Regulations 1992](#)

[Town and Country Planning \(General Permitted Development\) Order 1995](#)

[Town and Country Planning \(General Permitted Development\) Order 1995](#)

[Town and Country Planning \(Environmental Impact Assessment\) \(England and Wales\) Regulations 1999](#)

[Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)

Links

## Sustainable Development Indicators - Guidance

### SD Indicators

- The purpose of the SD Indicators, as part of a Strategic Monitoring Framework, is to measure the contribution the planning system makes to sustainable development in Wales.
- The SD 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 collected will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.

- The SD Indicators are separate to the monitoring framework for local development plans (LDPs). The SD Indicators measure the sustainable development outcomes of significant planning applications, opposed to monitoring LDP policies. However, the data gathered will complement the information collected in Annual Monitoring Reports (AMRs).
- The SD Indicators, along with the data already collected through the AMRs and Development Management Quarterly Survey, will inform the production by the Welsh Government of an annual report on the planning system in Wales.

### Guidance

- We intend to make a number of changes to the IAPP form so that data is collected at source and is easily accessible for local planning authorities.
- It is however important to note that the SD Indicators apply to the development granted (or refused) planning permission and, as such, if a scheme is amended during the course of the application this should be reflected in the data recorded.
- The SD Indicators do not apply to householder planning applications.
- The SD Indicators only apply to planning applications - lawful development certificates and planning appeals should not be recorded.
- Only record final detailed (i.e. not outline) planning permissions - outline/reserved matters applications should only be recorded once the final reserved matter has been approved (see further guidance below for SD7 Community Infrastructure).
- Outline applications refused planning permission should be recorded.
- When a revised planning application is submitted for a site, which has already obtained planning permission for a similar development within the same year, the most recent application should be recorded. When the original application has been recorded in a previous quarterly return, within the same year, the difference should be recorded following the determination of the revised application.

### SD1 Economic Renewal - Economic Development

- The planning system should support economic development and steer such development to the most appropriate locations. This indicator will provide information on the contribution the planning system is making to delivering traditional economic development in identified employment sites.

### Guidance

- This question applies to the construction of new buildings (including re-development).
- The indicator does not apply to changes of use or extensions to existing buildings.
- Allocated employment sites refers to land allocated for economic development in the local planning authority's adopted development plan.
- Multiple use refers to an application for more than one B Use or an unspecified B Use.
- Floorspace refers to the gross internal floorspace of the proposed building.
- We intend to make changes to the IAPP form so that applicants record the floorspace proposed for all B1 Uses.

### SD2 A Low Carbon Economy - Renewable Energy

- The planning system can optimise renewable and low carbon energy generation. This indicator will tell us the contribution the planning system is making to delivering renewable and low carbon energy generation and moving towards a low carbon economy.

### Guidance

- This question refers to planning applications with an estimated output of up to 50MW.
- This question applies to stand-alone renewable or low carbon energy developments.
- The indicator does not apply to renewable or low carbon energy developments directly incorporated into the fabric of a building or built within a new development.
- We intend to make changes to the IAPP form so that applicants record the energy capacity of proposed stand-alone renewable energy development (by type).
- Renewable energy and low carbon energy is defined in Paragraph 12.8.7 of PPW:

[Planning Policy Wales](#)

### SD3 Access to Better Homes - New Homes

- The planning system can facilitate the provision of market and affordable housing to meet local housing requirements. This indicator will provide information on the contribution of the planning system in delivering new housing.

### Guidance

- This question applies to the construction of new dwellings (houses and flats) and conversions.
- The level of affordable housing recorded should be that granted planning permission (opposed to what is built). For example, an application proposing 100% affordable housing, which would provide a higher level of affordable housing than required in a LPA's development plan, should be recorded as 100% affordable housing.
- This question relates to the total number of new units for which planning permission has been granted - i.e. the number of existing dwellings on-site does not affect the data recorded.
- Affordable housing is defined in Section 5 and Annex B of TAN 2:

[Technical Advice Note 7: Planning and Affordable Housing](#)

### SD4 Resilience to Climate Change Flooding - Flood Risk

- 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 will provide information on how planning applications for development in floodplain areas are being managed.

### Guidance

- This question applies to new developments and changes of use.
- The indicator does not apply to extensions.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- With sites that are partly in a floodplain - only record the element in the floodplain.
- We intend to make changes to the IAPP form so that applicants record the number of units (for residential development) and area of land (for non-residential development) proposed in C1 and C2 floodplain areas.
- The tests are outlined in Paragraph 6, and Appendix 1, of TAN 15:

[Technical Advice Note 15: Development and Flood Risk](#)

### SD5 Efficient Land Use - Previously Developed Land

- 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 will tell us where the planning system is directing new development.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- We intend to make changes to the IAPP form so that applicants record the area of land proposed for development on previously developed land and greenfield land.
- Previously developed land is defined in Figure 4.3 of PPW.

[Planning Policy Wales](#)

### SD6 Open Space - Open Space Lost/Gained

- 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 will measure how the planning system is protecting existing, and facilitating the provision of new, open spaces.

### Guidance

- This question applies to the construction of new buildings.
- The indicator does not apply to changes of use or extensions to existing buildings.
- We intend to make changes to the IAPP form so that applicants record the loss and gain of open space as a result of the proposed development.
- Open space is defined in Annex A of TAN 16:

[Technical Advice Note 16: Sport, Recreation and Open Space](#)

### SD7 Community Infrastructure - Contributions Secured for Community Facilities

- 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.

### Guidance

- This indicator only applies to financial contributions, for the provision of community infrastructure, and does not apply to the provision of on-site community facilities as part of the scheme.
- Infrastructure is defined in Part 11, Paragraph 216, 2 (a-f) of the Planning Act 2008:

[Planning Act 2008](#)

## Development Management Quarterly Survey - Release Notes

### V1.0 - February 2013

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### V1.1 - 10 July 2014

- Clarification of guidance for determination of LBC applications to be referred to CADW

### V1.2 - December 2014

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### V1.3 - March 2015

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### V1.4 - October 2015

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### V1.5 - January 2016

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### V1.6 - June 2016

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.





**Lewis, Paul M J (ESNR-Planning)**

---

**From:** Lewis, Paul M J (ESNR-Planning)  
**Sent:** 24 May 2017 09:05  
**To:** 'Thomas, Philip'  
**Cc:** Hawkins, Kris (ESNR-Planning)  
**Subject:** RE:

Hi Philip.

I confirm that I have made these amendments to our master datasheet.

Best regards,

Paul.

*Paul M J Lewis*  
**Implementation and Performance**  
**Planning Directorate**  
**Welsh Government**  
**Tel : 0300 025 3722**  
<mailto:Paul.Lewis@Wales.GSI.Gov.UK>

---

**From:** Thomas, Philip [mailto:PhilipThomas@monmouthshire.gov.uk]  
**Sent:** 17 May 2017 08:56  
**To:** Lewis, Paul M J (ESNR-Planning)  
**Subject:**

Dear Paul,

Apologies – I have spotted a typo/ error in our submission to you for Enforcement Pls for Q3 (Sep – Dec 2016) of 2016/17.

The table should read (amended data coloured red below):

**5. Number of enforcement cases investigated and resolved**

	Number
Number of cases investigated in 84 days or less	83
Number of cases investigated in more than 84 days	0
<b>- Total number of enforcement cases investigated</b>	<b>83</b>

Number of cases resolved in 180 days or less	19
Number of cases resolved in more than 180 days	29
<b>Total number of enforcement cases resolved</b>	<b>48</b>

Average time taken to investigate enforcement cases, in days	20.0
Average time taken to resolve enforcement cases, in days	366.0

I hope this can be amended and apologies for the error.

Regards,

Philip Thomas MRTPI  
Development Services Manager / Rheolwr Gwasanaethau Datblygu  
Monmouthshire County Council / Cyngor Sir Fynwy  
Tel / ffôn: 01633 64 (4809)  
Mobile / symudol: 07833961080  
Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)  
Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)

Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/monmouthshirecc](https://www.twitter.com/monmouthshirecc)

Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/MCCPlanning](https://www.twitter.com/MCCPlanning)

# **APUS  
APPY**



Fy Sir Fynwy  
My Monmouthshire



Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.

ATISN 13864 - ATISN 13869 - ITEM 012A

**Lewis, Paul M J (ESNR-Planning)**

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 10 August 2017 12:04  
**To:** Planning Directorate Mailbox  
**Subject:** Monmouthshire County Council DM Quarterly Return  
**Attachments:** Q1 2017-18.xlsx

Dear WG Planning,

Find attached Monmouthshire County Council's DM return for Q1 2017/18.

Kind Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

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# **APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q1
Year:	2017-18

**Please return this form no later than 11 August 2017**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.

## Technical guidance for completing the form

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.

**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	0	2	1	3
Offices (B1(a))	0	0	0	0
B8)	1	0	0	0
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	1	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	32	24	2	26
Offices (B1(a))	0	1	0	1
B8)	7	3	0	3
Retail (A1-A3)	7	6	1	7
Other principal uses	39	25	0	25
General Regulations	0	2	0	2
Householder	115	96	4	100

**Other consents**

Renewals and variation of conditions	8	9	1	10
Discharge of conditions	56			42
Advertisements	8	4	0	4
Listed Buildings	18	18	0	18
Other consent types	31	29	1	30

**Non Material Amendment applications**

Applications for Non Material Amendments	30	26	0	26
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**Statutory Pre-application cases**

Statutory Pre-application cases	4			10
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<b>Total</b>	<b>323</b>	<b>218</b>	<b>9</b>	<b>272</b>
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**2. Speed in determining applications during the quarter**

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	0	3	0	0	2	1	3 ✓
Offices (B1(a))	0	0	0	0			0 ✓
B8)	0	0	0	0			0 ✓
Retail (A1-A3)	0	0	0	0			0 ✓
Minerals	0	0	0	0			0 ✓
Waste Disposal	0	0	0	0			0 ✓
Other principal uses	1	0	0	0	0	0	1 ✓
General Regulations	0	0	0	0			0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	8	18	0	0	18	0	26 ✓
Offices (B1(a))	0	1	0	0	1	0	1 ✓
B8)	3	0	0	0	0	0	3 ✓
Retail (A1-A3)	2	5	0	0	4	1	7 ✓
Other principal uses	16	9	0	0	7	2	25 ✓
General Regulations	2	0	0	0	0	0	2 ✓
Householder	82	18	0	0	16	2	100 ✓

<b>Other consents</b>							
Renewals and variation of conditions	5	5	0	0	4	1	10 ✓
Discharge of conditions	36	6			6	0	42 ✓
Advertisements	4	0			0	0	4 ✓
Listed Buildings	0	18			6	12	18 ✓
Other consent types	30	0	0	0	0	0	30 ✓

Non Material Amendment applications	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	
Applications for Non Material Amendments	24	2	2	0	26 ✓

Statutory Pre-application cases	Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	
Statutory Pre-application cases	9	1	0	1	10 ✓

<b>Total</b>	<b>189</b>	<b>83</b>	<b>0</b>	<b>0</b>	<b>64</b>	<b>19</b>	<b>272 ✓</b>
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	338.0
Average time to determine all applications	72.0



**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	330
Received during the quarter	323

Determined during the quarter	272
Withdrawn by applicant during the quarter	14
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	367
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	17	
Number of decisions made under delegated powers	255	
<b>Total number of planning decisions made</b>	272	✓
Number of applications granted permission following officers recommendation to refuse	0	
Number of applications refused permission following officers recommendation to approve	1	
<b>Total number of decisions made contrary to officer recommendation</b>	1	✓

**5. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	78
Number of cases investigated in more than 84 days	1
<b>Total number of enforcement cases investigated</b>	79

Average time taken to investigate enforcement cases, in days	15.0
Average time taken to take positive enforcement action, in days	46.0

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments
- Other application types includes:
  - Applications for a Certificate of Lawfulness of Existing Use of Development.
  - Applications for a Certificate of Lawfulness of Proposed Use of Development.
  - Applications submitted as a result of Article 4 and Article 7 Directions
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

General

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 7(1) agreements under New Towns Act 1985.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/90.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

- The following definitions should be interpreted as follows:
- A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
  - A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning (General Regulations) 1992.
  - Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, car ports and porches, creation and widening of vehicular access.
  - Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises.
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.
    - Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
    - Tables 1 and 2 further break down applications by 'principal' use. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included out-generis uses) should be recorded as 'other principal uses'.
    - 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1992 (as amended).
    - 'Dwellings' includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications where the principal use is for house/flats/apartments that meet the criteria for dwellings set out in the definition of 'major development', and also those that meet the general floorspace or etc area criteria of that definition set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
    - 'Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
    - 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use of Development. Refer to the complete list of application types to be included at the top of this guidance note.
    - Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consent', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not either of the 'office' categories listed in the same table.

Tables 1 and 2

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 8th day following receipt of a valid planning application (as set out in Article 22 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012) or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 112th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999) or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within our outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The totals of the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' total for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments).

Table 2 only

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during this period, other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period of the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

Table 3

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

Table 4

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases resolved within the quarter.
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of the outcome of their investigation.
- 'Positive Action' means that, following investigation, it is decided that a breach has occurred, and one of the following has also occurred:
  - (a) Informal negotiation removes the breach;
  - (b) an Enforcement Notice is issued;
  - (c) planning permission is subsequently granted through an application or enforcement appeal;
  - (d) prosecution is brought (with the date the case is first heard deemed as the 'resolved date');
  - (e) direct action by the authority removes the breach of control.
 The date is measured from the date of deciding a breach has occurred, to the case

Table 5

- [Town and Country Planning Act 1990](#)  
[Town and Country Planning \(Use Classes\) Order 1987](#)  
[Town and Country Planning \(Applications\) Regulations 1992](#)  
[Town and Country Planning \(Control of Advertisements\) Regulations 1992](#)  
[Town and Country Planning \(General Regulations\) Order 1992](#)  
[Town and Country Planning \(Environmental Impact Assessment\) \(England and Wales\) Regulations 1999](#)  
[Town and Country Planning \(Development Management Procedure\) \(Wales\) Order 2012](#)

Useful Links

## Development Management Quarterly Survey - Release Notes

### V1.0 - February 2013

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### V1.1 - 10 July 2014

- Clarification of guidance for determination of LBC applications to be referred to CADW

### V1.2 - December 2014

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### V1.3 - March 2015

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### V1.4 - October 2015

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### V1.5 - January 2016

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### V1.6 - June 2016

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.

### V2.0 - June 2017

- Removal of enforcement indicator fields for percentage of enforcement cases "resolved" within and outside of 180 days (table 3) - These questions have been replaced with questions on "time taken to pursue positive enforcement action" following discussion with the POSW DM Sub-group.
- SD Questions removed - This data will now be collected annually, in a separate return, by WG Policy Branch, following discussion with the POSW DM Sub-group.
- DM Guidance tab updated to reflect the above changes.



Lewis, Paul M J (ESNR-Planning)

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 21 September 2017 09:57  
**To:** Struthers, Owen (ESNR-Planning)  
**Subject:** RE: Cywiriad i lythyr / Letter correction - At yr holl ymgynghoreion statudolar geisiadau cynllunio yng Nghymru / To all statutory consultees for planning applications in Wales

Dear Owen – in response to being a consultee as a neighbouring planning authority, over the reporting period 1 April 2015 - 31 March 2017, consultations were received from Newport CC, Torfaen CBC and Forest of Dean Council.

(a) the number of occasions on which you were consulted; **7**  
(b) the number of occasions on which you provided a substantive response; **7**  
(c) when the substantive response was provided; and **6 within 21 days**  
(d) the number of occasions on which you gave a substantive response outside the period prescribed and a summary of the reasons why. **1 was provided later than the 21 days owing to this major application for a mixed use development requiring discussions between different teams within Monmouthshire County Council, including Highways and Countryside teams.**

We received no pre-application stage enquiries.

I hope this assists,

Kind Regards,

Philip

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

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# **APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



**From:** Owen.Struthers@gov.wales [mailto:Owen.Struthers@gov.wales]  
**Sent:** 15 September 2017 11:57  
**To:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Subject:** FW: Cywiriad i lythyr / Letter correction - At yr holl ymgylgoreion statudolar geisiadau cynllunio yng Nghymru / To all statutory consultees for planning applications in Wales

Hi Phil

Hope the following makes sense, and if you need anything further please do not hesitate to contact me to discuss.

The following email was sent to your authority, for action by the Highways and LPA departments, however it appears this email has not been forwarded to the correct people on a number of occasions.

The letter sets out the requirements for the authority to report to the Welsh Government the performance of the LPA and Highways department as a statutory consultee. The LPA is a statutory Consultee when consulted by a neighbouring LPA on an application.

I would be grateful if you could assist in providing the performance of the LPA as a statutory consultee, and also forward this email to the relevant highways colleague for them to action.

Regards

Owen

**Owen Struthers**

**Planning Directorate / Y Gyfarwyddiaeth Gynllunio**

**Tel / Ffôn: 03000 25 6430**

---

**From:** Harrison, Alison (NR Planning Directorate) **On Behalf Of** Hemington, Neil (ESNR-Planning)

**Sent:** 06 April 2017 15:22

**Cc:** Struthers, Owen (ESNR-Planning); Butts, Hywel (ESNR-Planning)

**Subject:** Cywiriad i lythyr / Letter correction - At yr holl ymgylgoreion statudolar geisiadau cynllunio yng Nghymru / To all statutory consultees for planning applications in Wales

Annwyl Gydweithiwr / Dear Colleague

Hoffwn i chi fod yn ymwybodol y dylai'r llythyr, dyddiedig y 5 Ebrill 2017 gan y Prif Gynlluniwr, Neil Hemington, ynglŷn a adrodd ar berfformiad, gyfeirio at gyfnod adroddiad o flwyddyn rhwng y **01 Ebrill 2016 a'r 31 o Fawrth 2017**.

Please be aware, the letter dated 5 April 2017 from the Chief Planner, Neil Hemington regarding reporting on performance, should refer to a one year reporting period of **01 April 2016 to 31 March 2017**.

Cofion / Regards

Alison

Alison Harrison

Cynorthwydd Personol i Neil Hemington | Personal Assistant to Neil Hemington | Swyddfa'r Dirprwy Gyfarwyddwr | Deputy Director's Office | Y Gyfarwyddiaeth Gynllunio | Planning Directorate | Llywodraeth Cymru | Welsh Government  
E-Bost: | E-mail : [alison.harrison@wales.gsi.gov.uk](mailto:alison.harrison@wales.gsi.gov.uk)  
T: 0300 025 5361

*Rwy'n gweithio ar Dydd Mercher/Dydd Iau/Dydd Gwener. Ar ddyddiau eraill, cysylltwch a Helen Bolton [ebost: [helen.bolton@wales.gsi.gov.uk](mailto:helen.bolton@wales.gsi.gov.uk)] | I work on Wednesday, Thursday and Friday. On other days, please contact Helen Bolton [email: [helen.bolton@wales.gsi.gov.uk](mailto:helen.bolton@wales.gsi.gov.uk)]*

---

**From:** Harrison, Alison (NR Planning Directorate) **On Behalf Of** Hemington, Neil (ESNR-Planning)

**Sent:** 05 April 2017 16:26

**Cc:** Butts, Hywel (ESNR-Planning); Struthers, Owen (ESNR-Planning)

**Subject:** At yr holl ymgynghoreion statudolar geisiadau cynllunio yng Nghymru / To all statutory consultees for planning applications in Wales

Dear Colleague

Please find attached a letter sent on behalf of Neil Hemington.

Chief Planner  
Planning Directorate

Annwyl

Gwelwc

Prif Gyr  
Y Gyfar

Alison Harrison

Cynorthwydd Personol i Neil Hemington | Personal Assistant to Neil Hemington | Swyddfa'r Dirprwy Gyfarwyddwr | Deputy Director's Office | Y Gyfarwyddiaeth Gynllunio | Planning Directorate | Llywodraeth Cymru | Welsh Government  
E-Bost: | E-mail : [alison.harrison@wales.gsi.gov.uk](mailto:alison.harrison@wales.gsi.gov.uk)  
T: 0300 025 5361

*Rwy'n gweithio ar Dydd Mercher/Dydd Iau/Dydd Gwener. Ar ddyddiau eraill, cysylltwch a Helen Bolton [ebost: [helen.bolton@wales.gsi.gov.uk](mailto:helen.bolton@wales.gsi.gov.uk)] | I work on Wednesday, Thursday and Friday. On other days, please contact Helen Bolton [email: [helen.bolton@wales.gsi.gov.uk](mailto:helen.bolton@wales.gsi.gov.uk)]*

Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynnydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswech ni cyn gynted ag sydd modd os

gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu yn y ddwy iaith. Byddwn yn cyfathrebu â chi yn ôl eich dewis. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

The Council welcomes correspondence in English or Welsh or both, and will respond to you according to your preference. Corresponding in Welsh will not lead to delay.



**Lewis, Paul M J (ESNR-Planning)**

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 20 October 2017 12:32  
**To:** Planning Directorate Mailbox  
**Subject:** Quarter 2 Development Management Return for Monmouthshire County Council  
**Attachments:** Q2 2017-18.xlsx

Dear WG Planning,

Find attached the DM Quarterly Return for our Council.

Kind Regards,

**Philip Thomas MRTPI**  
**Development Services Manager / Rheolwr Gwasanaethau Datblygu**  
**Monmouthshire County Council / Cyngor Sir Fynwy**  
**Tel / ffôn: 01633 64 (4809)**  
**Mobile / symudol: 07833961080**  
**Email / ebost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)**  
**Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)**

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Follow us on Twitter / dilynwch ni ar Twitter: [www.twitter.com/MCCPlanning](http://www.twitter.com/MCCPlanning)

# **APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



Mae'r neges e-bost yma a'r ffeiliau a anfonir gyda hi yn gyfrinachol ac fe'i bwriedir ar gyfer yr unigolyn neu gorff y'u cyfeiriwyd atynt yn unig. Gall gynnwys gwybodaeth freintiedig a chyfrinachol ac os nad chi yw'r derbynydd bwriadedig, rhaid i chi beidio copïo, dosbarthu neu gymryd unrhyw gamau yn seiliedig arni. Os cawsoch y neges e-bost yma drwy gamgymeriad hysbyswch ni cyn gynted ag sydd modd os gwelwch yn dda drwy ffonio 01633 644644. Cafodd y neges e-bost yma sgan firws Microsoft Exchange Online Protection.

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## Development Management Quarterly Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Development Management Quarterly Survey is to collect statistics to monitor local planning authorities development management performance.

### Provider details

Local planning authority:	Monmouthshire CC
Quarter:	Q2
Year:	2017-18

**Please return this form no later than 11 August 2017**

NOTE: This survey measures returns on a financial quarter basis. For the purposes of clarity:

Q1 = April to June.

Q2 = July to September.

Q3 = October to December.

Q4 = January to March.

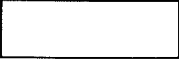
## Technical guidance for completing the form

### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink. For example, to return to the home page click the "Back to Home Page" hyperlink.

### Required data items

In this spreadsheet, the cells that require data have the following properties:



All cells requiring data will be coloured pale blue.



Some cells derive values from other data items. These cells are coloured in grey. You will not need to enter data into these cells.

If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.

### Validation

Validation involves checking for common sense errors. These errors should be resolved before the form is submitted.



Data items that pass validation will be coloured green.



Data items which break a validation rule, are coloured red.

**1. Number of applications received and determined during the quarter**

	Received	Granted permission	Refused permission	Total determined
<b>Planning applications for major development</b>				
Dwellings (C3)	1	1	0	1
Offices (B1(a) ( (	0	0	0	0
B8)	0	1	0	1
Retail (A1-A3)	0	0	0	0
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	0	3	0	3
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	30	18	1	19
Offices (B1(a) ( (	1	1	0	1
B8)	4	3	0	3
Retail (A1-A3)	10	8	1	9
Other principal uses	36	39	0	39
General Regulations	0	0	0	0
Householder	98	102	1	103

**Other consents**

Renewals and variation of conditions	9	4	0	4
Discharge of conditions	43			42
Advertisements	15	11	0	11
Listed Buildings	27	18	0	18
Other consent types	21	17	2	19

**Non Material Amendment applications**

Applications for Non Material Amendments	34	35	0	35
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**Statutory Pre-application cases**

Statutory Pre-application cases	5			5
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<b>Total</b>	<b>295</b>	<b>226</b>	<b>5</b>	<b>273</b>
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**2. Speed in determining applications during the quarter**

	Number of applications determined:						Total determined
	Applications not subject to environmental impact assessment		Applications subject to environmental impact assessment		Applications subject to Planning Performance Agreement or agreed extension		
	In less than 8 weeks	In over 8 weeks	In less than 16 weeks	In over 16 weeks	Within agreed time	Outside agreed time	
<b>Planning applications for major development</b>							
Dwellings (C3)	0	1	0	0	1	0	1 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	0	1	0	0	1	0	1 ✓
Retail (A1-A3)	0	0	0	0	0	0	0 ✓
Minerals	0	0	0	0	0	0	0 ✓
Waste Disposal	0	0	0	0	0	0	0 ✓
Other principal uses	1	2	0	0	1	0	3 ✓
General Regulations	0	0	0	0	0	0	0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	2	17	0	0	17	0	19 ✓
Offices (B1(a))	1	0	0	0	0	0	1 ✓
B8)	1	2	0	0	2	0	3 ✓
Retail (A1-A3)	2	7	0	0	7	0	9 ✓
Other principal uses	23	16	0	0	11	5	39 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	74	29	0	0	26	3	103 ✓

<b>Other consents</b>							
Renewals and variation of conditions	3	1	0	0	1	0	4 ✓
Discharge of conditions	26	16			5	5	42 ✓
Advertisements	6	5			4	1	11 ✓
Listed Buildings	3	15			6	9	18 ✓
Other consent types	18	1	0	0	1	0	19 ✓

<b>Non Material Amendment applications</b>	<b>Less than 28 days</b>	<b>Over 28 days</b>			<b>Within agreed time</b>	<b>Outside agreed time</b>	
Applications for Non Material Amendments	29	6			3	3	35 ✓

<b>Statutory Pre-application cases</b>	<b>Less than 21 days</b>	<b>Over 21 days</b>			<b>Within agreed time</b>	<b>Outside agreed time</b>	
Statutory Pre-application cases	4	1			1	0	5 ✓

<b>Total</b>	<b>160</b>	<b>113</b>	<b>0</b>	<b>0</b>	<b>83</b>	<b>23</b>	<b>273 ✓</b>
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	149.0
Average time to determine all applications	81.0

**3. Number of planning applications received, carried forward, withdrawn, transferred and determined during the quarter**

	Number
Carried forward from previous quarter	367
Received during the quarter	295
Determined during the quarter	273
Withdrawn by applicant during the quarter	12
Authority has declined to determine (i.e transferred)	0
Carried forward to the next quarter for determination	377

**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	19	
Number of decisions made under delegated powers	254	
<b>Total number of planning decisions made</b>	<b>273</b>	✓
Number of applications granted permission following officers recommendation to refuse	1	
Number of applications refused permission following officers recommendation to approve	0	
<b>Total number of decisions made contrary to officer recommendation</b>	<b>1</b>	✓

**5. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	81
Number of cases investigated in more than 84 days	16
<b>Total number of enforcement cases investigated</b>	<b>97</b>
Average time taken to investigate enforcement cases, in days	18.0
Average time taken to take positive enforcement action, in days	62.0

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purpose of the survey are defined as:
  - Applications for a grant of planning permission in accordance with the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - Applications for temporary permissions and for the renewal of previous planning permissions, and for the variation or discharge of conditions attached to previous planning permissions (Section 73 Applications).
  - Applications for consent under the Town and Country Planning (Control of Advertisements) Regulations 1992.
  - Applications arising from notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 where the authority has determined that prior approval is required.
  - Applications for Listed Building Consent.
  - Applications for Non-Material Amendments.
- Other application types includes:
  - Applications for a Certificate of Lawfulness of Existing Use of Development.
  - Applications for a Certificate of Lawfulness of Proposed Use of Development.
  - Applications submitted as a result of Article 4 and Article 7 Directions.
  - Land Compensation Act 1961 cases, i.e. for certification of appropriate alternative development.

General

**APPLICATIONS NOT INCLUDED**

- Deemed permissions given by a Government Department.
- Section 71(1) agreements under New Towns Act 1985.
- Notifications of Crown Development under Welsh Office Circular 37/84, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20/89.
- Notifications under Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995.
- Applications for conservation area consent.
- Applications for hazardous substances consent.

**APPLICATION CATEGORIES**

- The following definitions should be interpreted as follows:
  - A mineral application is one which seeks to use land for the extraction of raw materials from the ground either through mining, open cast recovery or drilling operations. It also includes applications which seek to use land exclusively for the storage of minerals in the open. It excludes all hazardous substance applications and all applications for using land to store surface spoil which remains after minerals have been extracted.
  - A General Regulations application is made by the planning authority for the development of land owned by the planning authority, or of land owned by an interested planning authority, or of land jointly owned by an interested planning authority and any other person within the scope of Regulations 3 and 4 of the Town and Country Planning (General Regulations) 1992.
  - Householder developments affect the curtilage of residential property. They do not alter the number of dwellings. They are not permitted developments. Examples can include domestic extensions and alterations, complete renovation of an old property, boundary walls and fences, loft and dormer conversion, domestic and lock up garages, car ports and porches, creation and widening of vehicular access.
  - Advertisement applications are applications for permission to display advertisements on premises, the forecourts of premises, or elsewhere within the curtilage of premises, or on land elsewhere to direct members of the public to premises.
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1987.

Tables 1 and 2

- Tables 1 and 2 require data on applications by scale. The definition of 'major development' is set out in Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012. Applications not meeting the 'major development' criteria in the 2012 Order should not be listed as 'major' applications.
- Tables 1 and 2 further break down applications by 'principal use'. Use classes are specified in the Town and Country Planning (Use Classes) Order 1987. The relevant use classes are listed in brackets. Applications for principal uses not listed (included but general uses) should be recorded as 'other principal uses'.
- 'Principal use' should be determined according to the principal use of the floor or ground space within the application site, not that of any wider scheme of which it may be part. Categories of development should be guided where appropriate by the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1999 (as amended).
- Dwellings includes houses and flats. Therefore under the major development heading, the category 'dwellings' should include applications where the principal use is for house/flats/apartments that meet the criteria for dwellings/houses set out in the definition of 'major development', and also those that meet the general floorspace or site area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
- Renewals and variation of conditions' covers applications made under section 73 of the Town and Country Planning Act 1990.
- 'Other consent types' are for applications for consent types not listed separately within the table such as Certificates of Lawfulness of Existing Use of Development. Refer to the complete list of application types to be included at the top of this guidance note.
- Where applications are for householder development, made under the General Regulations, or match a category under the heading 'other consent', they should be recorded only once within the table. For example, an application with a principal use for offices but made under the General Regulations should be recorded against 'General Regulations' and not either of the 'other' categories listed in the same table.

**APPLICATIONS DETERMINED BY TIME TAKEN**

- This table lists all applications received and determined by the authority, categorised by time taken to determine applications.
- Planning applications should be determined within 8 weeks, unless subject to an Environmental Impact Assessment, in which case they should be determined within 16 weeks.
- Applications for non-material amendments to existing permissions should be determined within 28 days.
- Determination will be considered as having been within 8 weeks when a decision notice has been issued on or before the 8th day following receipt of a valid planning application (as set out in Article 22 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For EIA applications, determination will be considered as having taken less than 16 weeks when a decision notice has been issued on or before the 11th day following receipt of a valid planning application (as set out in Article 32 of the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999), or the authority has resolved to grant permission subject to signing of a Section 106 Agreement.
- For applications subject to a Planning Performance Agreement or an agreed extension, determination will be considered as having been within the agreed time if a decision notice has been issued on or before the agreed determination date, or the authority has resolved to grant permission subject to negotiation of a Section 106 Agreement.
- Applications determined within or outside of the timescale set out in a Planning Performance Agreement, or agreed extension, are recorded twice. They should feature within the columns for being determined in greater than the relevant 8 or 16 week determination period, as well as being recorded as within or outside the timeframe specified in the Planning Performance Agreement, or agreed extension. The total of the 'within 8 weeks', 'within 16 weeks' and 'within a PPA' are added together to calculate the 'on time' total for the LPA. Applications determined within statutory time periods should feature in the 'within 8 weeks' or 'within 16 weeks' columns only, whether or not they were subject to a Planning Performance Agreement or Agreed Extension.
- For LBC applications, the authority should consider the date at which the authority refers the application to Cadw as the determination date. For those authorities with delegated powers to determine LBC applications, they should consider their decision date as the date of determination.
- 'Average time taken' means the total time taken to determine all applications decided in the quarter, divided by the total number of applications determined in the quarter. Averages should be reported for major planning applications, and separately all major, minor and other planning consents (but not applications for non-material amendments).

Table 2 only

**APPLICATIONS HANDLED BY THE AUTHORITY IN THE QUARTER**

- This table lists the total number of planning applications handled by the local planning authority during the quarter.
- Authorities should input the number of applications withdrawn and transferred during this period, other fields will automatically populate. Please cross check the auto populated fields against your own totals.
- Applications received are those accepted for the determination of planning permission between the end of the period of the previous quarterly survey and the end of the period for the current quarterly survey.
- Applications determined are those decided between the end of the period of the previous quarterly survey and the end of the current quarterly survey.
- Applications withdrawn or transferred are those removed from the determination process of the planning authority and applications declined to be determined under Section 70A of the Town and Country Planning Act 1990 between the end of the period of the previous quarterly survey and the end of the current quarterly survey.

Table 3

**APPLICATIONS MADE CONTRARY TO OFFICER RECOMMENDATION**

- This table lists the number of applications determined by the authority's Planning Committee and those determined under delegated powers, and those applications approved or refused by the local planning authority planning committee, contrary to officer recommendation, within the quarter.

Table 4

**ENFORCEMENT CASES**

- This table lists the number of enforcement cases, including those where positive enforcement action has been taken, within the quarter.
- 'Investigated' means that the authority has considered the alleged breach of planning control and advised the complainant of the outcome of their investigation.
- 'Positive Action' means that, following investigation, it is decided that a breach has occurred, and one of the following has also occurred:
  - informal negotiation removes the breach,
  - an Enforcement Notice is issued,
  - planning permission is subsequently granted through an application or enforcement appeal,
  - prosecution is brought (with the date the case is first heard deemed as the 'positive action' date),
  - direct action by the authority removes the breach of control.
 The date is measured from the the complainant is notified that the case is expedient to the

Table 6

- Town and Country Planning Act 1990
- Town and Country Planning (Use Classes) Order 1987
- Town and Country Planning (Advertisements) Regulations 1993
- Town and Country Planning (Control of Advertisements) Regulations 1992
- Town and Country Planning (General Regulations) 1992
- Town and Country Planning (General Permitted Development) Order 1995
- Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999
- Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Useful Links



## Development Management Quarterly Survey - Release Notes

### V1.0 - February 2013

- Introduction of new application types for applications determined (table 1) and determination speeds (table 2)
- Reclassification of all minerals and waste applications as major (table 1 and table 2)
- Introduction of measures for applications received, by type (table 1)
- Removal of previous measures for determination speeds (table 2)
- Introduction of new measures for determination speeds - non EIA in under and over 8 weeks, EIA in under and over 16 weeks (table 2)
- Automatic validation of determination totals against determination speed totals (tables 1 and 2)
- Introduction of new measures for decisions made contrary to officer recommendation and enforcement case resolution speeds (tables 3, 4 and 5)
- Introduction of new Sustainable Development Indicator measures (SD Questions table)
- Revision and integration of guidance for completion of forms

### V1.1 - 10 July 2014

- Clarification of guidance for determination of LBC applications to be referred to CADW

### V1.2 - December 2014

- Introduction of new "Non Material Amendment" application type for applications determined (table 1) and determination speeds (table 2)
- Introduction of new fields for applications determined within or outside of the dates agreed in a Planning Performance Agreement, or an agreed extension with the applicant (table 2)
- Introduction of new fields for average time taken in days to determine all, and separately major, planning applications (table 2)
- Removal of fields for determination of "other" application types subject to EIA, where such applications would not be subject to EIA (table 2)
- Introduction of new measures for number of planning decisions made by Committee, and made under delegated powers (table 5)
- Introduction of new measures for number of enforcement cases which had been investigated within 84 days (table 5)
- Change to time period for number of enforcement cases which had been resolved, to 180 days (table 5)
- Introduction of new measures for average time in days taken to investigate, and resolve, enforcement cases (table 5)

### V1.3 - March 2015

- Changed displayed quarter from Calendar year to Financial year i.e. Q1 would now be April to June, whereas it was previously January to March (home page)
- Revised definition of "resolved" in enforcement indicators (table 3) to amend ground (e) to include where the breach has been ceased by the developer, and introduced ground (f) where the breach is ceased due to action by the authority

### V1.4 - October 2015

- Changed "average time taken" fields for applications (table 2) and enforcement cases (table 3) from whole numbers, to enable values including one decimal point

### V1.5 - January 2016

- Introduction of new "Statutory Pre-application cases" type for applications determined (table 1) and determination speeds (table 2)
- Revision to data collected on applications for "Discharge of Conditions" (table 1) - we now request only the number of applications determined (rather than whether the application was approved or refused), as each application may concern a number of conditions, and each may be discharged or not
- Revision to definition of applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) to prevent double-counting - see guidance note; also introduced a check box to assist with data validation
- Revision to SD questions guidance to capture data on applications which are refused at outline stage

### V1.6 - June 2016

- Applications determined subject to a Planning Performance Agreement or Agreed Extension (table 2) - We have extended the ability for LPAs to record applications as "on time" or "not on time" for all applications in the "other" category. Inclusion of data in this field is optional, but consent types recorded as "on time" within these fields will be counted towards the local planning authority's "on time" total.
- SD Questions - Revision to validation rules, to permit returns with a value of "Nil", so that LPAs can demonstrate that they are completing returns.

### V2.0 - June 2017

- Removal of enforcement indicator fields for percentage of enforcement cases "resolved" within and outside of 180 days (table 3) - These questions have been replaced with questions on "time taken to pursue positive enforcement action" following discussion with the POSW DM Sub-group.
- SD Questions removed - This data will now be collected annually, in a separate return, by WG Policy Branch, following discussion with the POSW DM Sub-group.
- DM Guidance tab updated to reflect the above changes.

### V2.1 - September 2017

- Minor revision to definition of "positive action" in the DM Guidance tab. Data fields are unchanged.

