

Lewis, Paul M J (ESNR-Planning)

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 25 January 2018 12:36  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Survey – October to December 2017  
**Attachments:** Q3 2017-18.xlsx

Dear Planning Directorate,

Find attached Monmouthshire's Q3 return.

Unfortunately due to IT issues we have been unable to provide the figure for average time to determine all planning applications.

We are working on this and awaiting a solution from our IT service. We will get the figure to you as soon as we are able to provide it.

I hope this is acceptable.

Yours faithfully,

**Philip Thomas MRTPI**  
Development Services Manager / Rheolwr Gwasanaethau Datblygu  
Monmouthshire County Council / Cyngor Sir Fynwy  
Tel / ffôn: 01633 64 (4809)  
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# **APUS**  
**APPY**



Fy Sir Fynwy  
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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 Directorate 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:	2017-18

**Please return this form no later than 26 January 2018.**

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	0	2
Offices (B1(a))	0	0	0	0
B8)	1	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	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	29	27	3	30
Offices (B1(a))	2	0	0	0
B8)	2	4	0	4
Retail (A1-A3)	5	9	0	9
Other principal uses	46	35	1	36
General Regulations	0	0	0	0
Householder	117	106	3	109

**Other consents**

Renewals and variation of conditions	11	11	0	11
Discharge of conditions	33			35
Advertisements	4	8	2	10
Listed Buildings	21	24	3	27
Other consent types	13	13	2	15

**Non Material Amendment applications**

Applications for Non Material Amendments	29	24	1	25
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**Statutory Pre-application cases**

Statutory Pre-application cases	1			1
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<b>Total</b>	<b>284</b>	<b>240</b>	<b>14</b>	<b>289</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 ✓
BB)	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	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)	14	16	0	0	15	1	30 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
BB)	3	1	0	0	0	1	4 ✓
Retail (A1-A3)	4	5	0	0	4	1	9 ✓
Other principal uses	20	16	0	0	12	4	36 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	92	17	0	0	15	2	109 ✓
<b>Other consents</b>							
Renewals and variation of conditions	6	5	0	0	4	1	11 ✓
Discharge of conditions	20	15			10	5	35 ✓
Advertisements	5	5			1	4	10 ✓
Listed Buildings	6	21			15	6	27 ✓
Other consent types	14	1	0	0	0	1	15 ✓
<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	1			1	0	25 ✓
<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>	<b>185</b>	<b>104</b>	<b>0</b>	<b>0</b>	<b>76</b>	<b>26</b>	<b>289 ✓</b>
<b>Average time taken to determine planning applications</b>							
	Days						
Average time to determine major applications	77.0						
Average time to determine all applications							

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

	Number
Carried forward from previous quarter	377
Received during the quarter	284

Determined during the quarter	289
Withdrawn by applicant during the quarter	10
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	362
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	13	
Number of decisions made under delegated powers	276	
<b>Total number of planning decisions made</b>	289	✓
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	83
Number of cases investigated in more than 84 days	1
<b>Total number of enforcement cases investigated</b>	84

Average time taken to investigate enforcement cases, in days	8.0
Average time taken to take positive enforcement action, in days	100.0

**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 or Development,
  - Applications submitted as a result of Article 4 and Article 7 Directories
  - 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 20/90,
- 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 relevant terms 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 air. 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 with 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 in direct view of the public on 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 filter 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 (Uses 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 house/flats/apartments) that meet the criteria for dwellingshouses 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 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 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 timescale 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 Cade 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, 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 date the complainant is notified that the case is expedient to the case reaching one of points (a) to (e) above.

Table 5

- [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 \(General Regulations\) 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.



ATISN 13864 - ATISN 13869 - ITEM 016

Lewis, Paul M J (ESNR-Planning)

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 01 March 2018 16:01  
**To:** Lewis, Paul M J (ESNR-Planning)  
**Subject:** RE: Development Management Quarterly Survey – October to December 2017  
**Attachments:** Q3 2017-18.xlsx

Hi Paul - sorry for the delay. Here is the information represented with the figure we promised added in (average time to determine all planning applications).

Kind regards,

Phil

Philip Thomas MRTPI  
Development Services Manager / Rheolwr Gwasanaethau Datblygu  
Monmouthshire County Council / Cyngor Sir Fynwy  
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Between 16<sup>th</sup> February and 6<sup>th</sup> March 2018, Development Management are changing over to a new IT system. During this time we will still be dealing with applications and enforcement cases, however, we will be unable to issue consultations and decisions, for example.

The viewing applications facility remains available during this period, however this will also be upgraded 6<sup>th</sup> March 2018.

Thank you for your patience during this period.

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

# **APUS  
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**From:** Paul.Lewis@gov.wales [mailto:Paul.Lewis@gov.wales]  
**Sent:** 25 January 2018 14:53  
**To:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Subject:** RE: Development Management Quarterly Survey – October to December 2017

Many thanks Philip.

If you can get that figure to us as soon as you can, that would be great.

Regards,

Paul.

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

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**From:** Thomas, Philip [<mailto:PhilipThomas@monmouthshire.gov.uk>]  
**Sent:** 25 January 2018 12:36  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Survey – October to December 2017

Dear Planning Directorate,

Find attached Monmouthshire's Q3 return.

Unfortunately due to IT issues we have been unable to provide the figure for average time to determine all planning applications.

We are working on this and awaiting a solution from our IT service. We will get the figure to you as soon as we are able to provide it.

I hope this is acceptable.

Yours faithfully,

Philip Thomas MRTPI  
Development Services Manager / Rheolwr Gwasanaethau Datblygu  
Monmouthshire County Council / Cyngor Sir Fynwy  
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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.

Wrth adael Llywodraeth Cymru sganiwyd y neges yma am bob feirws. Mae'n bosibl y bydd gohebiaeth gyda Llywodraeth Cymru yn cael ei logio, ei monitro ac/neu ei chofnodi yn awtomatig am resymau cyfreithiol. Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. On leaving the Welsh Government this email was scanned for all known viruses. Communications with Welsh Government may be automatically logged, monitored and/or recorded for legal purposes. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

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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 Directorate 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:	2017-18

**Please return this form no later than 26 January 2018.**

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:



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### 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	0	2
Offices (B1(a))	0	0	0	0
B8)	1	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	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	29	27	3	30
Offices (B1(a))	2	0	0	0
B8)	2	4	0	4
Retail (A1-A3)	5	9	0	9
Other principal uses	46	35	1	36
General Regulations	0	0	0	0
Householder	117	106	3	109

**Other consents**

Renewals and variation of conditions	11	11	0	11
Discharge of conditions	33			35
Advertisements	4	8	2	10
Listed Buildings	21	24	3	27
Other consent types	13	13	2	15

**Non Material Amendment applications**

Applications for Non Material Amendments	29	24	1	25
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**Statutory Pre-application cases**

Statutory Pre-application cases	1			1
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<b>Total</b>	<b>284</b>	<b>240</b>	<b>14</b>	<b>289</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 ✓
BB)	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	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)	14	16	0	0	15	1	30 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
BB)	3	1	0	0	0	1	4 ✓
Retail (A1-A3)	4	5	0	0	4	1	9 ✓
Other principal uses	20	16	0	0	12	4	36 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	92	17	0	0	15	2	109 ✓

<b>Other consents</b>							
Renewals and variation of conditions	6	5	0	0	4	1	11 ✓
Discharge of conditions	20	15			10	5	35 ✓
Advertisements	5	5			1	4	10 ✓
Listed Buildings	6	21			15	6	27 ✓
Other consent types	14	1	0	0	0	1	15 ✓

<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	1		1	0	25 ✓

<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>	185	104	0	0	78	26	289 ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	77.0
Average time to determine all applications	76.0

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

	Number
Carried forward from previous quarter	377
Received during the quarter	284

Determined during the quarter	289
Withdrawn by applicant during the quarter	10
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	362
---	-----

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

	Number	
Number of decisions made by Planning Committee	13	
Number of decisions made under delegated powers	276	
<b>Total number of planning decisions made</b>	<b>289</b>	✓
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>	<b>1</b>	✓

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

	Number
Number of cases investigated in 84 days or less	83
Number of cases investigated in more than 84 days	1
<b>Total number of enforcement cases investigated</b>	<b>84</b>

Average time taken to investigate enforcement cases, in days	8.0
Average time taken to take positive enforcement action, in days	100.0

**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 include:
- 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 Directives.
  - 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 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**

- Tables 1 and 2 in the Regulations 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 with 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 adjacent 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 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 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 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 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 that 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 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 37 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 CIL 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.

Table 2 only

- '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.

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:
  - (a) informal negotiation removes the breach;
  - (b) 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 'positive action' date);
  - (e) direct action by the authority removes the breach of control.
 The date is measured from the date the complainant is notified that the case is expedient, to the case reaching one of points (a) to (e) above.

Table 5

- Useful Links:
- [Town and Country Planning Act 1990](#)
  - [Town and Country Planning \(Use Classes\) Order 1987](#)
  - [Town and Country Planning \(Applications\) Regulations 2013](#)
  - [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](#)

## 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.



ATISN 13864 - ATISN 13869 - ITEM 017

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 31 May 2018 09:59  
**To:** Planning Directorate Mailbox  
**Cc:** Lewis, Paul M J (ESNR-Planning); Hawkins, Kris (ESNR-Planning)  
**Subject:** Monmouthshire CC's DMQR Q4 2017-18  
**Attachments:** Q4 2017-18.xlsx; Sustainable Development Indicators - Survey Sheet - 2017-18.xlsx

Dear Planning Directorate,

Find the above attached together with the Sustainable Development Indicators.

Sincere apologies for the delay in getting this to you.

Kind regards,

Phil

**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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## 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:	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.

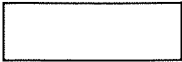
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Data items that pass validation will be coloured green.



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	0	0	0
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	0	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	25	22	2	24
Offices (B1(a) ( (	0	1	0	1
B8)	3	3	1	4
Retail (A1-A3)	4	3	0	3
Other principal uses	40	32	2	34
General Regulations	0	0	0	0
Householder	103	80	4	84

**Other consents**

Renewals and variation of conditions	12	10	2	12
Discharge of conditions	41			33
Advertisements	6	2	0	2
Listed Buildings	28	20	5	25
Other consent types	23	15	0	15

**Non Material Amendment applications**

Applications for Non Material Amendments	33	23	0	23
--	----	----	---	----

**Statutory Pre-application cases**

Statutory Pre-application cases	5			2
---------------------------------	---	--	--	---

<b>Total</b>	<b>286</b>	<b>188</b>	<b>16</b>	<b>237</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)	0	0	0	0	0	0	0 ✓
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)	6	18	0	0	15	0	24 ✓
Offices (B1(a))	0	1	0	0	0	0	1 ✓
B8)	2	2	0	0	0	0	4 ✓
Retail (A1-A3)	3	0	0	0	0	0	3 ✓
Other principal uses	16	18	0	0	14	0	34 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	58	26	0	0	21	2	84 ✓
<b>Other consents</b>							
Renewals and variation of conditions	4	7	0	1	5	2	12 ✓
Discharge of conditions	25	8			7	1	33 ✓
Advertisements	1	1			1	0	2 ✓
Listed Buildings	12	13			11	2	25 ✓
Other consent types	15	0	0	0	0	0	15 ✓
<b>Non Material Amendment applications</b>							
	Less than 28 days	Over 28 days			Within agreed time	Outside agreed time	
Applications for Non Material Amendments	20	3			0	0	23 ✓
<b>Statutory Pre-application cases</b>							
	Less than 21 days	Over 21 days			Within agreed time	Outside agreed time	
Statutory Pre-application cases	2	0			0	0	2 ✓
<b>Total</b>	<b>142</b>	<b>94</b>	<b>0</b>	<b>1</b>	<b>74</b>	<b>7</b>	<b>237 ✓</b>
<b>Average time taken to determine planning applications</b>							
	Days						
Average time to determine major applications	0.0						
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	362
Received during the quarter	286

Determined during the quarter	237
Withdrawn by applicant during the quarter	7
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	404
---	-----

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

	Number
Number of decisions made by Planning Committee	6
Number of decisions made under delegated powers	231
<b>Total number of planning decisions made</b>	<b>237</b> ✓
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>	<b>1</b> ✓

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

	Number
Number of cases investigated in 84 days or less	22
Number of cases investigated in more than 84 days	7
<b>Total number of enforcement cases investigated</b>	<b>29</b>

Average time taken to investigate enforcement cases, in days	98.4
Average time taken to take positive enforcement action, in days	175.9

**Development Management Questions Guidance**

**APPLICATIONS TO BE INCLUDED**

- Applications for the purposes 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 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 20/50,
- 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 uses in the following 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,
  - Household 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 in the 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 allow 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 not listed) 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 (Uses for Applications and Deemed Applications) Regulations 1993 (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 houses/flats/apartments) that meet the criteria for dwellinghouses set out in the definition of 'major development', and also those that meet the general footprint 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 household 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, categorized 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 66th 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 112nd 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 1998), 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 PPA. 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 LBO 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 LBO 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 at 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.
- Table 3.
- 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 decided 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 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 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

**Town and Country Planning Act 1990**

- Town and Country Planning (Use Classes) Order 1987  
 Town and Country Planning (Easements) 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 1998  
 Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Tables 1 and 2

Table 2 only

Table 3.

Table 4.

Table 5.

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.





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## Sustainable Development Indicators Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Survey is to collect statistics to monitor local planning authorities' contribution to the principles of sustainable development, on an annual basis.

### Provider details

Local planning authority:	Monmouthshire CC
Year:	2017-18

**Please return this form no later than 30 April 2018**

NOTE: This survey measures returns on a financial year basis.



Llywodraeth Cymru  
Welsh Government



**Sustainable Development Indicators - Questions**

If there is no data to report for the relevant category in this year, 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 during the year:

	Allocated Employment Sites		Unallocated Employment Sites	
	planning permission (square metres)	planning permission (square metres)	planning permission (square metres)	planning permission (square metres)
Business (B1)	Nil		Nil	200.00
General Industry (B2)	3130.00		505.00	
Storage and Distribution (B8)	Nil		4640.00	
Multiple Uses (B1/B2/B8)	530.00		50.00	
<b>Total</b>	<b>3660</b>	<b>0</b>	<b>5195</b>	<b>200</b>

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

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

Anaerobic digestion	Nil	Nil
Biofuels	Nil	Nil
Biomass	Nil	Nil
Combined heat and power (CHP)	Nil	Nil
District heating	Nil	Nil
Fuel cells	Nil	Nil
Geothermal	Nil	Nil
Ground/Water/Air heat pumps	Nil	Nil
Hydropower	Nil	Nil
Solar	Nil	Nil
Waste heat energy	Nil	Nil
Wind	Nil	Nil
Other low carbon or renewable energy	Nil	Nil
<b>Total</b>	<b>0</b>	<b>0</b>

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

Market	Affordable
300	84

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

	Residential		Non-Residential	
	Number of units		Area of land (ha)	
	C1	C2	C1	C2
Granted planning permission	Nil	2	Nil	9.20
Refused planning permission (on flood risk grounds)	Nil	Nil	Nil	Nil

5. The area of land (ha) granted planning permission for new development (excluding that in relation to agriculture, forestry and equestrian activities) on previously developed land and greenfield land during the year:

Previously developed land (ha)	Greenfield land (ha)
9.60	Nil

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

Open space lost (ha)	Open space gained (ha)
Nil	Nil

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

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
2982764	Nil	2,982,764.00

## Sustainable Development Indicators - Guidance

### SD Indicators

- The purpose of the SD Indicators is to measure the contribution the planning system makes to sustainable development in Wales.
- The SD Indicators are 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 is also 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 complements the information collected in Annual Monitoring Reports (AMRs).
- The SD Indicators are published annually in the Planning Annual Performance Report.

### Planning Annual Performance Report

### Guidance

- The Welsh Government has worked with POSW to make a number of changes to the SD Indicators and this guidance. These changes aim to improve the process, whilst maintaining continuity, and make the data collection and reporting as streamlined as possible.
- We have previously made 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.
- For outline and reserved matters applications, the data should be recorded at the point when the precise extent of development is known (i.e. when layout is agreed and exact dwelling numbers or floorspace are known). Data can be submitted on a phase by phase basis, but should not be double counted.
- 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

### 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, including in identified employment sites.

### Guidance

- This question applies to the construction of new buildings (including re-development), changes of use and extensions.
- 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 have changed 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 applications for onshore renewable and low carbon energy development determined through the town and country planning system. Currently this applies to schemes with an installed generating capacity of up to 50MW, except wind energy which has no upper limit.
- 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 have changed 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 12.6.7 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.
- 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.

### Technical Advice Note 2: Building and Affordable Housing (TAN 2)

### 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 (number of units/area of land) in the floodplain.
- We have changed 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.

### 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.
- This Indicator does not apply to changes of use or extensions to existing buildings.
- This Indicator does not apply to development in relation to agriculture, forestry and equine activities.
- With sites that are part greenfield and part previously developed land, record the area of each under the respective categories.
- Area of land refers to the gross site area - this includes all land within the red line boundary.
- We have changed 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 and changes of use.
- The Indicator does not apply to extensions to existing buildings.
- We have changed 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.
- This Indicator should be recorded at the stage the financial contribution is agreed (including outline applications).
- Infrastructure is defined in Part 11, Paragraph 216, 2 (e) of the Planning Act 2008 as including: roads and other transport facilities; flood defences; schools and other educational facilities; medical facilities; sporting and recreational facilities; open spaces; and affordable housing.

## **Sustainable Development Indicators Survey - Release Notes**

### **V1.0 - June 2017**

Sustainable Development Indicators separated from the Development Management Quarterly Survey into a separate, annual survey.

### **V2.0 - March 2018**

The Sustainable Development Indicators have been updated in response to recommendations from POSW. Below is a summary of the key changes to the indicators:

- The data is collected annually.
- Guidance - For outline and reserved matters applications, the data should be recorded at the point when the extent of development is known.
- SD1 Economic Development - The indicator includes changes of use and extensions, as well as development on unallocated sites.
- SD4 Flood Risk - The indicator has been simplified, with reference to the TAN 15 tests removed.
- SD5 Previously Developed Land - The indicator excludes development in relation to agriculture, forestry and equestrian activities. Clarification that, with sites that are part greenfield and part previously developed land, the area should be recorded under the respective categories.
- SD6 Open Space - The indicator includes changes of use.
- SD7 Community Infrastructure - The indicator should be recorded at the stage the financial contribution is agreed, including outline applications.





ATISN 13864 - ATISN 13869 - ITEM 018

Lewis, Paul M J (ESNR-Planning)

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**From:** Hawkins, Kris (ESNR-Planning) on behalf of Prif Swyddog Cynllunio – Chief Planning Officer  
**Sent:** 18 June 2018 09:41  
**To:** Struthers, Owen (ESNR-Planning)  
**Subject:** FW: Monmouthshire CC Planning - statutory consultees response performance for planning applications in Wales 01 April 2017 to 31 March 2018

FYI

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 12 June 2018 15:02  
**To:** Prif Swyddog Cynllunio – Chief Planning Officer <PrifSwyddogCynllunio@gov.wales>  
**Subject:** Monmouthshire CC Planning - statutory consultees response performance for planning applications in Wales 01 April 2017 to 31 March 2018

Dear WG Planning,

Find below our response to the request for information on our role as a statutory consultee:

- a) The number of occasions on which you were consulted; **4**
- b) the number of occasions on which you provided a substantive response; **3**
- c) the number of occasions on which you gave a substantive response outside the period prescribed and a summary of the reasons why. **1 – we were awaiting responses from two other Council departments so as to co-ordinate one substantive response to a large major planning application close to the county boundary in Torfaen.**

I hope this assists,

Phil Thomas  
Philip Thomas MRTPI  
Development Services Manager / Rheolwr Gwasanaethau Datblygu  
Monmouthshire County Council / Cyngor Sir Fynwy  
Tel / ffôn: 01633 64 (4809)  
Mobile / symudol: 07833961080  
Email / epost: [philipthomas@monmouthshire.gov.uk](mailto:philipthomas@monmouthshire.gov.uk)  
Website / gwefan: [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)  
Any personal information disclosed to us will be processed in accordance with our Privacy Notice.  
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



**From:** [helen.bolton@gov.wales](mailto:helen.bolton@gov.wales) <[helen.bolton@gov.wales](mailto:helen.bolton@gov.wales)> **On Behalf Of** [PrifSwyddogCynllunio@gov.wales](mailto:PrifSwyddogCynllunio@gov.wales)

**Sent:** 21 May 2018 10:43

**To:** [richard.parry@canalrivertrust.org.uk](mailto:richard.parry@canalrivertrust.org.uk); [sarah.powell@sport.wales](mailto:sarah.powell@sport.wales); [Amanda.Thompson@sportwales.org.uk](mailto:Amanda.Thompson@sportwales.org.uk); [Ian.Plenderleith@DeeValleyGroup.com](mailto:Ian.Plenderleith@DeeValleyGroup.com); [Liv.Garfield@severntrent.co.uk](mailto:Liv.Garfield@severntrent.co.uk); [chris.jones@dwrcymru.com](mailto:chris.jones@dwrcymru.com); [Clare.Pillman@naturalresourceswales.gov.uk](mailto:Clare.Pillman@naturalresourceswales.gov.uk); [philiplawrence@coal.gov.uk](mailto:philiplawrence@coal.gov.uk); [mark.carne@networkrail.co.uk](mailto:mark.carne@networkrail.co.uk); [adrienne.kelbie@hse.gsi.gov.uk](mailto:adrienne.kelbie@hse.gsi.gov.uk); [richard.judge@hse.gov.uk](mailto:richard.judge@hse.gov.uk); [michelle.morris@blaenau-gwent.gov.uk](mailto:michelle.morris@blaenau-gwent.gov.uk); [denise.cotterell@blaenau-gwent.gov.uk](mailto:denise.cotterell@blaenau-gwent.gov.uk); [john.cook@breconbeacons.org](mailto:john.cook@breconbeacons.org); [jean.packer@breconbeacons.org](mailto:jean.packer@breconbeacons.org); [darren.mephram@bridgend.gov.uk](mailto:darren.mephram@bridgend.gov.uk); [jonesbl@bridgend.gov.uk](mailto:jonesbl@bridgend.gov.uk); [harrhc@caerphilly.gov.uk](mailto:harrhc@caerphilly.gov.uk); [richap@caerphilly.gov.uk](mailto:richap@caerphilly.gov.uk); [Paul.Orders@cardiff.gov.uk](mailto:Paul.Orders@cardiff.gov.uk); [r.k.jones@cardiff.gov.uk](mailto:r.k.jones@cardiff.gov.uk); [mjames@carmarthenshire.gov.uk](mailto:mjames@carmarthenshire.gov.uk); [eathomas@carmarthenshire.gov.uk](mailto:eathomas@carmarthenshire.gov.uk); [soniat@ceredigion.gov.uk](mailto:soniat@ceredigion.gov.uk); [Phil.roberts@swansea.gov.uk](mailto:Phil.roberts@swansea.gov.uk); [paExecutiveBoard@swansea.gov.uk](mailto:paExecutiveBoard@swansea.gov.uk); [iwan.davies@conwy.gov.uk](mailto:iwan.davies@conwy.gov.uk); [ken.finch@conwy.gov.uk](mailto:ken.finch@conwy.gov.uk); [mohammed.mehmet@denbighshire.gov.uk](mailto:mohammed.mehmet@denbighshire.gov.uk); [Chief.executive@flintshire.gov.uk](mailto:Chief.executive@flintshire.gov.uk); [bridget.thomas@flintshire.gov.uk](mailto:bridget.thomas@flintshire.gov.uk); [dilwynowenwilliams@gwynedd.gov.uk](mailto:dilwynowenwilliams@gwynedd.gov.uk); [ionahughes@gwynedd.gov.uk](mailto:ionahughes@gwynedd.gov.uk); [GwynneJones@anglesey.gov.uk](mailto:GwynneJones@anglesey.gov.uk); [jwxce@anglesey.gov.uk](mailto:jwxce@anglesey.gov.uk); [Gareth.chapman@merthyr.gov.uk](mailto:Gareth.chapman@merthyr.gov.uk); [krista.rosser@merthyr.gov.uk](mailto:krista.rosser@merthyr.gov.uk); Matthews, Paul <[PaulMatthews@monmouthshire.gov.uk](mailto:PaulMatthews@monmouthshire.gov.uk)>; Blagojevic, Jane <[JaneBlagojevic@monmouthshire.gov.uk](mailto:JaneBlagojevic@monmouthshire.gov.uk)>; [s.phillips@neath-porttalbot.gov.uk](mailto:s.phillips@neath-porttalbot.gov.uk); [b.austin@npt.gov.uk](mailto:b.austin@npt.gov.uk); [will.godfrey@newport.gov.uk](mailto:will.godfrey@newport.gov.uk); [tegrynj@pembrokeshirecoast.org.uk](mailto:tegrynj@pembrokeshirecoast.org.uk); [actingheadofpayservice@pembrokeshire.gov.uk](mailto:actingheadofpayservice@pembrokeshire.gov.uk); [kerry.mac@pembrokeshire.gov.uk](mailto:kerry.mac@pembrokeshire.gov.uk); [jeremy.patterson@powys.gov.uk](mailto:jeremy.patterson@powys.gov.uk); [christopher.d.bradshaw@rhondda-cynon-taff.gov.uk](mailto:christopher.d.bradshaw@rhondda-cynon-taff.gov.uk); [menna.mcCarthy@rhondda-cynon-taff.gov.uk](mailto:menna.mcCarthy@rhondda-cynon-taff.gov.uk); [Emyr.williams@eryri-npa.gov.uk](mailto:Emyr.williams@eryri-npa.gov.uk); Ward Alison (Chief Execs) <[Alison.Ward@torfaen.gov.uk](mailto:Alison.Ward@torfaen.gov.uk)>; Richards Janice <[Janice.Richards@torfaen.gov.uk](mailto:Janice.Richards@torfaen.gov.uk)>; [drthomas@valeofglamorgan.gov.uk](mailto:drthomas@valeofglamorgan.gov.uk); [abobbett@valeofglamorgan.gov.uk](mailto:abobbett@valeofglamorgan.gov.uk); [chiefexecutive@wrexham.gov.uk](mailto:chiefexecutive@wrexham.gov.uk); [Katy.owen@wrexham.gov.uk](mailto:Katy.owen@wrexham.gov.uk)

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

Annwyl Gydweithiwr

Dear Colleague

Gwelwch ynghlwm llythyr a anfonwyd ar ran Neil Hemington.

Please find attached .

Prif Gynllunyydd  
Y Gyfarwyddiaeth Gynllunio

Chief Planner  
Planning Directorate

Wrth adael Llywodraeth Cymru sganiwyd y neges yma am bob feirws. Mae'n bosibl y bydd gohebiaeth gyda Llywodraeth Cymru yn cael ei logio, ei monitro ac/neu ei chofnodi yn awtomatig am resymau cyfreithiol. Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. On leaving the Welsh

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ATISN 13864 - ATISN 13869 - ITEM 019

Lewis, Paul M J (ESNR-Planning)

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**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 26 July 2018 14:50  
**To:** Planning Directorate Mailbox  
**Subject:** Q1 DMQR for Monmouthshire Council  
**Attachments:** WGDMQR 2018-19 Q1.xlsx

Dear Planning,

See attached.

Kind regards,

Phil

**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:	2018-19

**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)	4	0	0	0
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	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	19	30	2	32
Offices (B1(a) ( (	1	0	1	1
B8)	2	3	1	4
Retail (A1-A3)	6	7	0	7
Other principal uses	51	38	3	41
General Regulations	0	0	0	0
Householder	107	112	3	115

**Other consents**

Renewals and variation of conditions	8	7	0	7
Discharge of conditions	32			37
Advertisements	10	8	1	9
Listed Buildings	14	23	2	25
Other consent types	23	28	0	28

**Non Material Amendment applications**

Applications for Non Material Amendments	37	45	0	45
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**Statutory Pre-application cases**

Statutory Pre-application cases	5			2
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<b>Total</b>	<b>279</b>	<b>257</b>	<b>13</b>	<b>307</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	0	0	0	0	0	0 ✓
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	1	0	0	0	0	0	1 ✓
General Regulations	0	0	0	0	0	0	0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	6	26	0	0	18	3	32 ✓
Offices (B1(a))	0	1	0	0	0	1	1 ✓
B8)	1	3	0	0	3	0	4 ✓
Retail (A1-A3)	3	4	0	0	3	0	7 ✓
Other principal uses	23	18	0	0	9	3	41 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	85	30	0	0	19	6	115 ✓

<b>Other consents</b>							
Renewals and variation of conditions	5	2	0	0	1	1	7 ✓
Discharge of conditions	21	16			4	5	37 ✓
Advertisements	1	8			3	1	9 ✓
Listed Buildings	11	14			11	2	25 ✓
Other consent types	26	2	0	0	1	0	28 ✓

<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	30	15			6	3	45 ✓

<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	2	0			0	0	2 ✓

<b>Total</b>	<b>183</b>	<b>124</b>	<b>0</b>	<b>0</b>	<b>72</b>	<b>22</b>	<b>307 ✓</b>
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	13.0
Average time to determine all applications	92.9

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

	Number
Carried forward from previous quarter	404
Received during the quarter	279

Determined during the quarter	307
Withdrawn by applicant during the quarter	7
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	369
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	9	
Number of decisions made under delegated powers	298	
<b>Total number of planning decisions made</b>	307	✓
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. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	48
Number of cases investigated in more than 84 days	16
<b>Total number of enforcement cases investigated</b>	64

Average time taken to investigate enforcement cases, in days	63.2
Average time taken to take positive enforcement action, in days	208.4

**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 13 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 71(1) agreements under New Towns Act 1955.
- Notifications of Crown Development under Welsh Office Circular 3784, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 2070.
- 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 fact that 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.
  - Household 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, lot 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) 1997.

Table 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 1997. The relevant use classes are listed in brackets. Applications for principal uses not listed (included sub-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 1993 (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 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 household development, made under the General Regulations, or main 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.

**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 20 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 117th 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 timeframes 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.

- Useful Links:**
- [Town and Country Planning Act 1990](#)
  - [Town and Country Planning \(Use Classes\) Order 1997](#)
  - [Town and Country Planning \(Advertisement Regulations\) 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](#)

## 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

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- DM Guidance tab updated to reflect the above changes.



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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 24 October 2018 14:37  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Return Quarter 2  
**Attachments:** WGDMQR 2018-19 Q2.xlsx

Dear Planning Directorate,

Find attached Monmouthshire County Council's Q2 return.

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.

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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:	2018-19

**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.

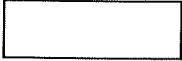
## Technical guidance for completing the form

### 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)	3	0	0	0
Offices (B1(a))	1	1	0	1
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	2	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	33	16	4	20
Offices (B1(a))	2	0	0	0
B8)	3	1	0	1
Retail (A1-A3)	1	5	0	5
Other principal uses	51	52	3	55
General Regulations	0	0	0	0
Householder	91	92	1	93

**Other consents**

Renewals and variation of conditions	12	10	0	10
Discharge of conditions	41			29
Advertisements	4	9	0	9
Listed Buildings	19	18	1	19
Other consent types	20	21	0	21

**Non Material Amendment applications**

Applications for Non Material Amendments	28	37	1	38
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**Statutory Pre-application cases**

Statutory Pre-application cases	2			3
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<b>Total</b>	<b>284</b>	<b>225</b>	<b>9</b>	<b>263</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	0	0	0	0	0	0 ✓
Offices (B1(a))	1	0	0	0	0	0	1 ✓
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)	1	19	0	0	11	4	20 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	0	1	0	0	1	0	1 ✓
Retail (A1-A3)	4	1	0	0	1	0	5 ✓
Other principal uses	28	27	0	0	17	3	55 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	66	27	0	0	23	0	93 ✓

<b>Other consents</b>							
Renewals and variation of conditions	5	5	0	0	4	1	10 ✓
Discharge of conditions	17	12			7	1	29 ✓
Advertisements	2	7			5	0	9 ✓
Listed Buildings	8	11			7	1	19 ✓
Other consent types	21	0	0	0	0	0	21 ✓

Non Material Amendment applications	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	Total
Applications for Non Material Amendments	26	12	9	2	38 ✓

Statutory Pre-application cases	Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	Total
Statutory Pre-application cases	1	2	0	0	3 ✓

<b>Total</b>	<b>153</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>76</b>	<b>10</b>	<b>263</b> ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	24.0
Average time to determine all applications	94.1

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

	Number
Carried forward from previous quarter	1386
Received during the quarter	284

Determined during the quarter	263
Withdrawn by applicant during the quarter	6
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	1401
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**4. Committee and delegated decisions, and decisions made contrary to officer recommendation**

	Number	
Number of decisions made by Planning Committee	12	
Number of decisions made under delegated powers	251	
<b>Total number of planning decisions made</b>	263	✓
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. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	46
Number of cases investigated in more than 84 days	25
<b>Total number of enforcement cases investigated</b>	71

Average time taken to investigate enforcement cases, in days	112.1
Average time taken to take positive enforcement action, in days	268.8

**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**
- 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 20/90;
  - 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 terms 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 with the scope of Regulations 3 and 4 of the Town and Country Planning General Regulations 1997;
  - 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) 1997;
  - 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 1997. The relevant use classes are listed in brackets. Applications for principal uses not listed (included sub-classes) 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 '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 (Development Management Procedure) (Wales) Order 2012), 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 for 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 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 retrospectively 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 1997](#)
  - [Town and Country Planning \(Applications\) Regulations 1997](#)
  - [Town and Country Planning \(Control of Advertisements\) Regulations 1992](#)
  - [Town and Country Planning \(General Regulations\) 1997](#)
  - [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](#)

## 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

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ATISN 13864 - ATISN 13869 - ITEM 021

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 24 January 2019 11:58  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Survey – October to December 2018  
**Attachments:** WGDMQR 2018-19 Q3.xlsx

FAO Paul Lewis - Implementation and Performance Branch,

Dear Planning Inspectorate,

Find the DMQS for Quarter 3 attached.

Kind regards,

Phil

**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 gangymeriad 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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Q3 = October to December.

Q4 = January to March.

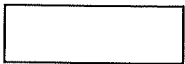
## Technical guidance for completing the form

### 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)	9	0	0	0
Offices (B1(a))	1	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	1	5	0	5
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	41	28	6	34
Offices (B1(a))	2	3	0	3
B8)	4	3	0	3
Retail (A1-A3)	6	2	0	2
Other principal uses	31	51	2	53
General Regulations	0	0	0	0
Householder	93	110	6	116

**Other consents**

Renewals and variation of conditions	9	13	1	14
Discharge of conditions	46			48
Advertisements	6	1	0	1
Listed Buildings	14	23	1	24
Other consent types	18	17	1	18

**Non Material Amendment applications**

Applications for Non Material Amendments	23	25	1	26
--	----	----	---	----

**Statutory Pre-application cases**

Statutory Pre-application cases	4			5
---------------------------------	---	--	--	---

<b>Total</b>	<b>281</b>	<b>257</b>	<b>17</b>	<b>322</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)	0	0	0	0	0	0	0 ✓
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	2	3	0	0	2	1	5 ✓
General Regulations	0	0	0	0	0	0	0 ✓
<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	9	25	0	0	21	2	34 ✓
Offices (B1(a))	1	2	0	0	2	0	3 ✓
B8)	2	1	0	0	1	0	3 ✓
Retail (A1-A3)	2	0	0	0	0	0	2 ✓
Other principal uses	25	28	0	0	21	4	53 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	86	30	0	0	25	2	116 ✓
<b>Other consents</b>							
Renewals and variation of conditions	7	7	0	0	7	0	14 ✓
Discharge of conditions	33	15			9	6	48 ✓
Advertisements	1	0			0	0	1 ✓
Listed Buildings	10	14			12	1	24 ✓
Other consent types	17	1	0	0	1	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	20	6			3	1	26 ✓
<b>Statutory Pre-application cases</b>							
	Less than 21 days	Over 21 days			Within agreed time	Outside agreed time	
Statutory Pre-application cases	3	2			0	0	5 ✓
<b>Total</b>	<b>195</b>	<b>127</b>	<b>0</b>	<b>0</b>	<b>102</b>	<b>16</b>	<b>322 ✓</b>
<b>Average time taken to determine planning applications</b>							
	Days						
Average time to determine major applications	144.5						
Average time to determine all applications	88.3						

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

	Number
Carried forward from previous quarter	335
Received during the quarter	281

Determined during the quarter	322
Withdrawn by applicant during the quarter	10
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	284
---	-----

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

	Number	
Number of decisions made by Planning Committee	20	
Number of decisions made under delegated powers	297	
<b>Total number of planning decisions made</b>	<b>322</b>	✓
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>	<b>0</b>	✓

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

	Number
Number of cases investigated in 84 days or less	57
Number of cases investigated in more than 84 days	38
<b>Total number of enforcement cases investigated</b>	<b>95</b>

Average time taken to investigate enforcement cases, in days	92.4
Average time taken to take positive enforcement action, in days	214.9

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 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 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 20/90.
- 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 REGS 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 quarrying 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 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 back 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 sub-classes) should be recorded as 'other principal use'.
  - '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.
  - '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 site area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - 'Renovations 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 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 60th 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 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 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 6.

- [Town and Country Planning Act 1990](#)  
[Town and Country Planning \(Use Classes\) Order 1987](#)  
[Town and Country Planning \(Advertisements\) Regulations 1992](#)  
[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.



ATISN 1386A- ATISN 13869 - ITEM 022

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 16 April 2019 08:54  
**To:** Planning Directorate Mailbox  
**Subject:** Development Management Quarterly Survey – January to March 2019  
**Attachments:** WGDMQR 2018-19 Q4.xlsx; Updated Sustainable Development Indicators - Survey Sheet - 2018\_19.xlsx

Dear Planning Directorate,

Find attached Monmouthshire's Q4 return and 2018-19 Sustainable Development Indicators.

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 / epost: [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](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.

## 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:	2018-19

**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:



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

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### 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)	4	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	0	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	31	13	3	16
Offices (B1(a)) ( (	2	1	0	1
B8)	5	0	0	0
Retail (A1-A3)	4	3	1	4
Other principal uses	33	22	2	24
General Regulations	0	0	0	0
Householder	109	92	0	92

**Other consents**

Renewals and variation of conditions	11	2	1	3
Discharge of conditions	40			38
Advertisements	6	6	0	6
Listed Buildings	17	11	0	11
Other consent types	19	13	0	13

**Non Material Amendment applications**

Applications for Non Material Amendments	30	24	0	24
--	----	----	---	----

**Statutory Pre-application cases**

Statutory Pre-application cases	3			3
---------------------------------	---	--	--	---

<b>Total</b>	<b>282</b>	<b>164</b>	<b>7</b>	<b>209</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	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)	4	12	0	0	10	2	16 ✓
Offices (B1(a))	1	0	0	0	0	0	1 ✓
B8)	0	0	0	0	0	0	0 ✓
Retail (A1-A3)	2	2	0	0	2	0	4 ✓
Other principal uses	10	14	0	0	7	5	24 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	68	24	0	0	19	2	92 ✓
<b>Other consents</b>							
Renewals and variation of conditions	1	2	0	0	2	0	3 ✓
Discharge of conditions	26	12			10	0	38 ✓
Advertisements	3	3			3	0	6 ✓
Listed Buildings	5	6			6	0	11 ✓
Other consent types	11	2	0	0	1	1	13 ✓
<b>Non Material Amendment applications</b>							
	Less than 28 days	Over 28 days			Within agreed time	Outside agreed time	
Applications for Non Material Amendments	19	5			3	1	24 ✓
<b>Statutory Pre-application cases</b>							
	Less than 21 days	Over 21 days			Within agreed time	Outside agreed time	
Statutory Pre-application cases	2	1			1	0	3 ✓
<b>Total</b>	<b>131</b>	<b>78</b>	<b>0</b>	<b>0</b>	<b>61</b>	<b>10</b>	<b>209 ✓</b>
<b>Average time taken to determine planning applications</b>							
	Days						
Average time to determine major applications	81.0						
Average time to determine all applications	70.3						



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

	Number
Carried forward from previous quarter	335
Received during the quarter	282

Determined during the quarter	209
Withdrawn by applicant during the quarter	18
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	390
---	-----

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

	Number	
Number of decisions made by Planning Committee	9	
Number of decisions made under delegated powers	200	
<b>Total number of planning decisions made</b>	<b>209</b>	✓
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>	<b>0</b>	✓

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

	Number
Number of cases investigated in 84 days or less	51
Number of cases investigated in more than 84 days	32
<b>Total number of enforcement cases investigated</b>	<b>83</b>

Average time taken to investigate enforcement cases, in days	162.2
Average time taken to take positive enforcement action, in days	236.3

**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 exchange 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 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 developments.

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 3784, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 2059;
- 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 terms 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;
  - Household 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, lift 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 frontages of premises, or elsewhere within the curtilage of premises, or on land elsewhere to the detriment of the public to premises;
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1997.

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 1997. The relevant use classes are listed in brackets. Applications for principal uses not listed (included and games 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 (Uses 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 dwellinghouses set out in the definition of 'major development', and also those that meet the general purpose or the area criteria of that definition set out in article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012.
  - 'Retail and various other uses' 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 household 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**

- The 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 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 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 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 decided 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:
  - 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 'resolved' date);
  - 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 1997](#)  
[Town and Country Planning \(Applications\) Regulations 1988](#)  
[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.



## Sustainable Development Indicators Survey

The Welsh Government's Planning Division runs this data collection from local planning authorities (LPAs) in Wales. The purpose of the Survey is to collect statistics to monitor local planning authorities' contribution to the principles of sustainable development, on an annual basis.

### Provider details

Local planning authority:	Monmouthshire CC
Year:	2018-19

**Please return this form no later than 30 April 2019**

NOTE: This survey measures returns on a financial year basis.



Llywodraeth Cymru  
Welsh Government



**Sustainable Development Indicators - Questions**

If there is no data to report for the relevant category in this year, 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 during the year:

	Allocated Employment Sites		Unallocated Employment Sites	
	planning permission (square metres)	planning permission (square metres)	planning permission (square metres)	planning permission (square metres)
Business (B1)	137.00	0.00	875.00	207.00
General Industry (B2)	39.00	0.00	0.00	0.00
Storage and Distribution (B8)	1602.00	0.00	0.00	0.00
Multiple Uses (B1/B2/B8)	17280.00	0.00	1412.00	0.00
<b>Total</b>	<b>19058</b>	<b>0</b>	<b>2287</b>	<b>207</b>

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

	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	2.00	6.00
Waste heat energy	0.00	
Wind	0.00	
Other low carbon or renewable energy	0.00	
<b>Total</b>	<b>2</b>	<b>6</b>

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

Market	Affordable
252	85

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

	Residential		Non-Residential	
	Number of units		Area of land (ha)	
	C1	C2	C1	C2
Granted planning permission	1	0	1.30	3.70
Refused planning permission (on flood risk grounds)	0	0	0.00	0.00

5. The area of land (ha) granted planning permission for new development (excluding that in relation to agriculture, forestry and equestrian activities) on previously developed land and greenfield land during the year:

Previously developed land (ha)	Greenfield land (ha)
10.24	7.80

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

Open space lost (ha)	Open space gained (ha)
0.00	1.50

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

Section 106 agreements (£)	Community Infrastructure Levy (£)	Total financial contributions (£)
3,009,810.89	0.00	<b>3,009,810.89</b>

## Sustainable Development Indicators - Guidance

### SD Indicators

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

The SD Indicators are 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 is also 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 complements the information collected in Annual Monitoring Reports (AMRs).

The SD Indicators are published annually in the Planning Annual Performance Report.

### Planning Annual Performance Report

#### Guidance

The Welsh Government has worked with POSW to make a number of changes to the SD Indicators and this guidance. These changes aim to improve the process, whilst maintaining continuity, and make the data collection and reporting as streamlined as possible.

We have previously made 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.

For outline and reserved matters applications, the data should be recorded at the point when the precise extent of development is known (i.e. when layout is agreed and exact dwelling numbers or floorspace are known). Data can be submitted on a phase by phase basis, but should not be double counted.

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.

### 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, including in identified employment sites.

#### Guidance

This question applies to the construction of new buildings (including re-development), changes of use and extensions.

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 have changed 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 applications for onshore renewable and low carbon energy development determined through the town and country planning system. Currently this applies to schemes with an installed generating capacity of up to 50MW, except wind energy which has no upper limit.

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 have changed 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.

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.

Technical Advice Note 8: Planning and Affordable Housing - TAN 8

### 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 (number of units/area of land) in the floodplain.

We have changed 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.

### 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.

This indicator does not apply to changes of use or extensions to existing buildings.

This indicator does not apply to development in relation to agriculture, forestry and equestrian activities.

With sites that are part greenfield and part previously developed land, record the area of each under the respective categories.

Area of land refers to the gross site area - this includes all land within the red line boundary.

We have changed 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 and changes of use.

The indicator does not apply to extensions to existing buildings.

We have changed 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.

This indicator should be recorded at the stage the financial contribution is agreed (including outline applications).

Infrastructure is defined in Part 11, Paragraph 216, 2 (a-f) of the Planning Act 2008 as including: roads and other transport facilities; flood defences; schools and other educational facilities; medical facilities; sporting and recreational facilities; open spaces; and affordable housing.



## **Sustainable Development Indicators Survey - Release Notes**

### **V1.0 - June 2017**

Sustainable Development Indicators separated from the Development Management Quarterly Survey into a separate, annual survey.

### **V2.0 - March 2018**

The Sustainable Development Indicators have been updated in response to recommendations from POSW. Below is a summary of the key changes to the indicators:

- The data is collected annually.
- Guidance - For outline and reserved matters applications, the data should be recorded at the point when the extent of development is known.
- SD1 Economic Development - The indicator includes changes of use and extensions, as well as development on unallocated sites.
- SD4 Flood Risk - The indicator has been simplified, with reference to the TAN 15 tests removed.
- SD5 Previously Developed Land - The indicator excludes development in relation to agriculture, forestry and equestrian activities. Clarification that, with sites that are part greenfield and part previously developed land, the area should be recorded under the respective categories.
- SD6 Open Space - The indicator includes changes of use.
- SD7 Community Infrastructure - The indicator should be recorded at the stage the financial contribution is agreed, including outline applications.



ATISN 13864 - ATISN 13869 - ITEM 023

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 31 July 2019 13:47  
**To:** Planning Directorate Mailbox  
**Subject:** RE: Development Management Quarterly Survey - April to June 2019  
**Attachments:** Q1 WGDMQS\_2019.xlsx

Dear Planning Directorate,

See return for Monmouthshire CC attached.

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/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



**From:** Planning.Directorates@gov.wales <Planning.Directorates@gov.wales>  
**Sent:** 31 July 2019 11:44  
**To:** Craig.flower@bridgend.gov.uk; lynne.fensome@flintshire.gov.uk; sheryllebonjones@gwynedd.llyw.cymru; ElenaWhite@anglesey.gov.uk; Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>; tom.nettleship@pembrokeshire.gov.uk; planning.support.team@pembrokeshire.gov.uk; Victoria.thomas@pembrokeshire.gov.uk; dewi.roberts@eryri-mpa.gov.uk  
**Subject:** RE: Development Management Quarterly Survey - April to June 2019

Hi All.

Just a quick reminder that the deadline for returns is today.

Best Regards,

Paul.

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

**From:** Planning Directorate Mailbox

**Sent:** 01 July 2019 08:30

**To:** [Steve.smith@blaenau-gwent.gov.uk](mailto:Steve.smith@blaenau-gwent.gov.uk); [Jane.Engel@blaenau-gwent.gov.uk](mailto:Jane.Engel@blaenau-gwent.gov.uk);  
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[hotchh@caerphilly.gov.uk](mailto:hotchh@caerphilly.gov.uk); [rdaniels@cardiff.gov.uk](mailto:rdaniels@cardiff.gov.uk); [StWilliams@cardiff.gov.uk](mailto:StWilliams@cardiff.gov.uk); [edent@carmarthenshire.gov.uk](mailto:edent@carmarthenshire.gov.uk);  
[planning@ceredigion.gov.uk](mailto:planning@ceredigion.gov.uk); [alan.davies@ceredigion.gov.uk](mailto:alan.davies@ceredigion.gov.uk); [Tina.Dakin@conwy.gov.uk](mailto:Tina.Dakin@conwy.gov.uk);  
[Eleri.williams@denbighshire.gov.uk](mailto:Eleri.williams@denbighshire.gov.uk); [jonathan.ralphs@denbighshire.gov.uk](mailto:jonathan.ralphs@denbighshire.gov.uk); [lynne.fensome@flintshire.gov.uk](mailto:lynne.fensome@flintshire.gov.uk);  
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[judith.jones@merthyr.gov.uk](mailto:judith.jones@merthyr.gov.uk); [PhilipThomas@monmouthshire.gov.uk](mailto:PhilipThomas@monmouthshire.gov.uk); [n.pearce@neath-porttalbot.gov.uk](mailto:n.pearce@neath-porttalbot.gov.uk);  
[g.sterio@neath-porttalbot.gov.uk](mailto:g.sterio@neath-porttalbot.gov.uk); [s.ball@neath-porttalbot.gov.uk](mailto:s.ball@neath-porttalbot.gov.uk); [louisea.thomas@newport.gov.uk](mailto:louisea.thomas@newport.gov.uk);  
[tom.nettlehip@pembrokeshire.gov.uk](mailto:tom.nettlehip@pembrokeshire.gov.uk); [planning.support.team@pembrokeshire.gov.uk](mailto:planning.support.team@pembrokeshire.gov.uk);  
[Victoria.thomas@pembrokeshire.gov.uk](mailto:Victoria.thomas@pembrokeshire.gov.uk); [sued@pembrokeshirecoast.org.uk](mailto:sued@pembrokeshirecoast.org.uk); [richard.edwards2@powys.gov.uk](mailto:richard.edwards2@powys.gov.uk);  
[Bethan.H.Jenkins@rctcbc.gov.uk](mailto:Bethan.H.Jenkins@rctcbc.gov.uk); [dewi.roberts@eryri-npa.gov.uk](mailto:dewi.roberts@eryri-npa.gov.uk); [andrew.pitson@swansea.gov.uk](mailto:andrew.pitson@swansea.gov.uk);  
[Richard.Lewis@torfaen.gov.uk](mailto:Richard.Lewis@torfaen.gov.uk); [EEgerton@valeofglamorgan.gov.uk](mailto:EEgerton@valeofglamorgan.gov.uk); [MJGoldsworthy@valeofglamorgan.gov.uk](mailto:MJGoldsworthy@valeofglamorgan.gov.uk);  
[FLambert@valeofglamorgan.gov.uk](mailto:FLambert@valeofglamorgan.gov.uk); [anns.Jones@wrexham.gov.uk](mailto:anns.Jones@wrexham.gov.uk); [david.williams@wrexham.gov.uk](mailto:david.williams@wrexham.gov.uk);  
[paul.nelson@wrexham.gov.uk](mailto:paul.nelson@wrexham.gov.uk)

**Subject:** Development Management Quarterly Survey - April to June 2019

Dear Colleagues.

Please could you complete the DM questions on tables 1-5 on the attached DM quarterly survey form (with guidance enclosed) to submit your quarterly returns for the period April to June 2019 (Q1 2019-20).

Completed forms are to be returned to [Planning.Directorate@Gov.Wales](mailto:Planning.Directorate@Gov.Wales) by 31<sup>st</sup> July 2019.

Kind Regards,

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

Sganiwyd y neges hon am bob feirws hysbys wrth iddi adael Llywodraeth Cymru. Mae Llywodraeth Cymru yn cymryd o ddifrif yr angen i ddiogelu eich data. Os cysylltwch â Llywodraeth Cymru, mae ein [hysbysiad preifatrwydd](#) yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn diogelu eich preifatrwydd. Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn anfon ateb yn Gymraeg i ohebiaeth a dderbynnir yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. On leaving the Welsh Government this email was scanned for all known viruses. The Welsh Government takes the protection of your data seriously. If you contact the Welsh Government then our [Privacy Notice](#) explains how we use your information and the ways in which we protect your privacy. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

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 copio, 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:	2019-20

**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.

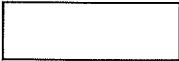
## Technical guidance for completing the form

### 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)	3	2	1	3
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	1	1	0	1
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	36	10	3	13
Offices (B1(a))	0	0	0	0
B8)	2	6	1	7
Retail (A1-A3)	6	2	0	2
Other principal uses	52	48	1	49
General Regulations	0	0	0	0
Householder	113	112	0	112

**Other consents**

Renewals and variation of conditions	10	9	0	9
Discharge of conditions	41			51
Advertisements	7	7	0	7
Listed Buildings	14	15	0	15
Other consent types	25	23	0	23

**Non Material Amendment applications**

Applications for Non Material Amendments	40	39	0	39
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**Statutory Pre-application cases**

Statutory Pre-application cases	3			1
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<b>Total</b>	<b>310</b>	<b>236</b>	<b>6</b>	<b>293</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	2	0	0	1	1	3 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	1	0	0	0	0	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	0	0	0	0	0	1 ✓
General Regulations	0	0	0	0	0	0	0 ✓

<b>Planning applications for minor and householder developments</b>							
Dwellings (C3)	0	13	0	0	10	3	13 ✓
Offices (B1(a))	0	0	0	0	0	0	0 ✓
B8)	2	5	0	0	2	3	7 ✓
Retail (A1-A3)	0	2	0	0	1	1	2 ✓
Other principal uses	22	27	0	0	23	0	49 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	82	30	0	0	16	3	112 ✓

<b>Other consents</b>							
Renewals and variation of conditions	4	5	0	0	3	0	9 ✓
Discharge of conditions	34	17			15	2	51 ✓
Advertisements	5	2			1	1	7 ✓
Listed Buildings	7	8			8	0	15 ✓
Other consent types	20	3	0	0	1	2	23 ✓

Non Material Amendment applications	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	
Applications for Non Material Amendments	34	5	5	0	39 ✓

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

<b>Total</b>	<b>179</b>	<b>114</b>	<b>0</b>	<b>0</b>	<b>81</b>	<b>16</b>	<b>293 ✓</b>
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	224.0
Average time to determine all applications	71.2

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

	Number
Carried forward from previous quarter	348
Received during the quarter	310
Determined during the quarter	293
Withdrawn by applicant during the quarter	12
Authority has declined to determine (i.e transferred)	0
Carried forward to the next quarter for determination	353

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

	Number
Number of decisions made by Planning Committee	21
Number of decisions made under delegated powers	272
<b>Total number of planning decisions made</b>	293 ✓
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. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	49
Number of cases investigated in more than 84 days	27
<b>Total number of enforcement cases investigated</b>	76
Average time taken to investigate enforcement cases, in days	62.0
Average time taken to take positive enforcement action, in days	80.0

**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 1966
- Notifications of Crown Development under Welsh Office Circular 378/4, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 2000.
- 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 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 driling 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) 1997.
  - 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-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 house/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 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 '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 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 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 PPA. 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 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:
  - 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 'resolved' date);
  - 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 6

- [Town and Country Planning Act 1990](#)  
[Town and Country Planning \(Use Classes\) Order 1997](#)  
[Town and Country Planning \(Applications\) 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.



ATISN 13864 - ATISN 13869 - ITEM 024

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 16 October 2019 14:08  
**To:** Planning Directorate Mailbox  
**Subject:** RE: Development Management Quarterly Survey - July to September 2019  
**Attachments:** Q2 WGDMS\_2019.xlsx

Dear Planning Directorate,  
Find attached the DMQR for Quarter 2 for Monmouthshire County Council.

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 / ebot: [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:** Planning.Director@gov.wales <Planning.Director@gov.wales>

**Sent:** 07 October 2019 07:25

**To:** Steve Smith - Environment <steve.smith@blaenau-gwent.gov.uk>; Jane Engel - Environment <Jane.Engel@blaenau-gwent.gov.uk>; planning.enquiries@breconbeacons.org; jane.pashley@breconbeacons.org; Craig.flower@bridgend.gov.uk; hotchh@caerphilly.gov.uk; rdaniels@cardiff.gov.uk; StWilliams@cardiff.gov.uk; edent@carmarthenshire.gov.uk; planning@ceredigion.gov.uk; alan.davies@ceredigion.gov.uk; Tina.Dakin@conwy.gov.uk; Eleri.williams@denbighshire.gov.uk; jonathan.ralphs@denbighshire.gov.uk; lynne.fensome@flintshire.gov.uk; sheryllebonjones@gwynedd.llyw.cymru; ElenaWhite@anglesey.gov.uk; huw.roberts@merthyr.gov.uk; judith.jones@merthyr.gov.uk; Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>; n.pearce@neath-porttalbot.gov.uk; g.sterio@neath-porttalbot.gov.uk; s.ball@neath-porttalbot.gov.uk; Thomas, Louise (Development Services Technical Support Manager) <Louisea.Thomas@newport.gov.uk>; tom.nettleship@pembrokeshire.gov.uk; planning.support.team@pembrokeshire.gov.uk; Victoria.thomas@pembrokeshire.gov.uk; sued@pembrokeshirecoast.org.uk; gayle.frewin@powys.gov.uk; Bethan.H.Jenkins@rctcbc.gov.uk; dewi.roberts@eryri-npa.gov.uk; andrew.pitson@swansea.gov.uk; Lewis, Richard <Richard.Lewis@torfaen.gov.uk>; EEgerton@valeofglamorgan.gov.uk; MJGoldsworthy@valeofglamorgan.gov.uk; FLambert@valeofglamorgan.gov.uk; anns.Jones@wrexham.gov.uk; david.williams@wrexham.gov.uk; paul.nelson@wrexham.gov.uk

**Subject:** Development Management Quarterly Survey - July to September 2019

Dear Colleagues.

Please could you complete the DM questions on tables 1-5 on the attached DM quarterly survey form (with guidance enclosed) to submit your quarterly returns for the period July to September 2019 (Q2 2019-20).

Completed forms are to be returned to [Planning.Director@Gov.Wales](mailto:Planning.Director@Gov.Wales) by 28<sup>th</sup> October 2019.

Kind Regards,

*Paul M J Lewis*

**Implementation and Performance Branch**

**Planning Directorate**

**Welsh Government**

**Tel : 0300 025 3722**

**<mailto:Paul.Lewis@Gov.Wales>**

Sganiwyd y neges hon am bob feirws hysbys wrth iddi adael Llywodraeth Cymru. Mae Llywodraeth Cymru yn cymryd o ddifrif yr angen i ddiogelu eich data. Os cysylltwch â Llywodraeth Cymru, mae ein [hysbysiad preifatrwydd](#) yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn diogelu eich preifatrwydd. Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn anfon ateb yn Gymraeg i ohebiaeth a dderbynnir yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. On leaving the Welsh Government this email was scanned for all known viruses. The Welsh Government takes the protection of your data seriously. If you contact the Welsh Government then our [Privacy Notice](#) explains how we use your information and the ways in which we protect your privacy. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

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:	2019-20

**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)	2	1	0	1
Offices (B1(a) ( (	0	0	0	0
B8)	0	0	0	0
Retail (A1-A3)	0	0	1	1
Minerals	0	0	0	0
Waste Disposal	0	0	0	0
Other principal uses	0	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	35	28	4	32
Offices (B1(a)	3	1	0	1
B8)	5	4	0	4
Retail (A1-A3)	1	5	0	5
Other principal uses	39	46	0	46
General Regulations	0	0	0	0
Householder	111	106	1	107

**Other consents**

Renewals and variation of conditions	17	8	0	8
Discharge of conditions	44			39
Advertisements	5	9	0	9
Listed Buildings	11	6	0	6
Other consent types	34	36	0	36

**Non Material Amendment applications**

Applications for Non Material Amendments	48	43	0	43
--	----	----	---	----

**Statutory Pre-application cases**

Statutory Pre-application cases	5			6
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<b>Total</b>	<b>307</b>	<b>250</b>	<b>6</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	1	0	0	1	0	1 ✓
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)	8	24	0	0	20	4	32 ✓
Offices (B1(a))	0	1	0	0	1	0	1 ✓
B8)	1	3	0	0	3	0	4 ✓
Retail (A1-A3)	3	2	0	0	2	0	5 ✓
Other principal uses	24	22	0	0	20	1	46 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	80	27	0	0	17	4	107 ✓

<b>Other consents</b>							
Renewals and variation of conditions	4	4	0	0	4	0	8 ✓
Discharge of conditions	30	9			8	1	39 ✓
Advertisements	5	4			3	0	9 ✓
Listed Buildings	2	4			4	0	6 ✓
Other consent types	35	1	0	0	1	0	36 ✓

Non Material Amendment applications	Less than 28 days	Over 28 days	Within agreed time	Outside agreed time	Total
Applications for Non Material Amendments	36	7	5	1	43 ✓

Statutory Pre-application cases	Less than 21 days	Over 21 days	Within agreed time	Outside agreed time	Total
Statutory Pre-application cases	1	5	5	0	6 ✓

<b>Total</b>	<b>192</b>	<b>103</b>	<b>0</b>	<b>0</b>	<b>84</b>	<b>11</b>	<b>295</b> ✓
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**Average time taken to determine planning applications**

	Days
Average time to determine major applications	497.0
Average time to determine all applications	68.3

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

	Number
Carried forward from previous quarter	353
Received during the quarter	307

Determined during the quarter	295
Withdrawn by applicant during the quarter	15
Authority has declined to determine (i.e transferred)	0

Carried forward to the next quarter for determination	350
---	-----

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

	Number	
Number of decisions made by Planning Committee	20	
Number of decisions made under delegated powers	275	
<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	0	
<b>Total number of decisions made contrary to officer recommendation</b>	0	✓

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

	Number
Number of cases investigated in 84 days or less	53
Number of cases investigated in more than 84 days	17
<b>Total number of enforcement cases investigated</b>	70

Average time taken to investigate enforcement cases, in days	62.0
Average time taken to take positive enforcement action, in days	96.0

**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 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 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 1965;
- Notifications of Crown Development under Welsh Office Circular 97/84, 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 elsewhere to direct members of the public to premises;
  - Other principal use categories are defined in the Town and Country Planning (Use Classes Order) 1997.
- 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 generates issues) should be recorded as 'other principal uses'.
- 'Principal use' should be determined according to the principal use of the floor or ground space with the application site, not that of any wider scheme of which it may be part. Categories of development should be guidelines 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 dwellings set out in the definition of 'major development', and also those that meet the general footprint 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.

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 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 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 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:
  - 'Investigator' 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 'resolved' date);
    - 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 1997](#)  
[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.





ATISN 13864 - ATISN 13869 - ITEM 025

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

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 21 November 2019 16:34  
**To:** Ravitz-Williams, Amy (ESNR - Planning)  
**Subject:** Consultation return - performance in responding to planning application consultations

Dear Amy,

Apologies for the delay.

Monmouthshire's performance stats (as a planning authority) are as follows:

Consultations received as neighbouring planning authority: 7 applications;  
Number responded to (substantive response) within 21 days: 5 applications.  
Number responded to beyond 21 days: 2 applications.

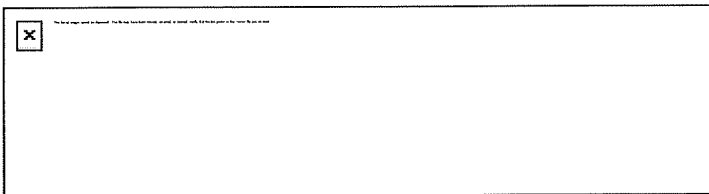
I hope this assists,

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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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.

ATISN 13864 - ATISN 13869 - ITEM 026

Lewis, Paul M J (ESNR-Planning)

---

**From:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>  
**Sent:** 28 January 2020 12:13  
**To:** Planning Directorate Mailbox  
**Subject:** RE: REMINDER - Development Management Quarterly Survey - October to December 2019  
**Attachments:** Q3 WGDMQS\_2019.xlsx

Dear Planning Directorate,  
Find attached the Q.3 DMQR, as promised.  
Apologies for the delay.  
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)

**On Wednesday 29th January 2020 the Planning team will be conducting a staff training and development day which means our office will be closed. Consequently we will be unavailable on this day and any applications or correspondence received will be dealt with on Thursday 30th January 2020. We apologise for any disruption this may cause.**

Any personal information disclosed to us will be processed in accordance with our Privacy Notice.  
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# **APUS**  
**APPY**



Fy Sir Fynwy  
My Monmouthshire



**From:** Planning.Director@gov.wales <Planning.Director@gov.wales>

**Sent:** 28 January 2020 09:34

**To:** Thomas, Philip <PhilipThomas@monmouthshire.gov.uk>

**Subject:** FW: REMINDER - Development Management Quarterly Survey - October to December 2019

**Importance:** High

Good Morning Philip.

This is just a reminder that your Development Management Quarterly Survey Return for October to December 2019 (Q3 2019-20) is currently outstanding. I would be grateful if you could submit your return by **Monday 3<sup>rd</sup> February 2020**.

Please let me know if this deadline is likely to cause you any difficulties.

Many thanks,

Paul.

*Paul M J Lewis*

Implementation and Performance Branch

Planning Directorate

Welsh Government

Tel : 0300 025 3722

<mailto:Paul.Lewis@Gov.Wales>

**From:** Planning Directorate Mailbox

**Sent:** 06 January 2020 08:59

**To:** [Steve.smith@blaenau-gwent.gov.uk](mailto:Steve.smith@blaenau-gwent.gov.uk); [Jane.Engel@blaenau-gwent.gov.uk](mailto:Jane.Engel@blaenau-gwent.gov.uk);

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[hotchh@caerphilly.gov.uk](mailto:hotchh@caerphilly.gov.uk); [rdaniels@cardiff.gov.uk](mailto:rdaniels@cardiff.gov.uk); [StWilliams@cardiff.gov.uk](mailto:StWilliams@cardiff.gov.uk); [edent@cardiff.gov.uk](mailto:edent@cardiff.gov.uk);  
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**Subject:** Development Management Quarterly Survey - October to December 2019

Dear Colleagues.

Please could you complete the DM questions on tables 1-5 on the attached DM quarterly survey form (with guidance enclosed) to submit your quarterly returns for the period **October to December 2019 (Q3 2019-20)**.

Completed forms are to be returned to [Planning.Director@Gov.Wales](mailto:Planning.Director@Gov.Wales) by **27<sup>th</sup> January 2020**.

Kind Regards,

*Paul M J Lewis*

**Implementation and Performance Branch**

**Planning Directorate**

**Welsh Government**

**Tel : 0300 025 3722**

<mailto:Paul.Lewis@Gov.Wales>

Sganiwyd y neges hon am bob feirws hysbys wrth iddi adael Llywodraeth Cymru. Mae Llywodraeth Cymru yn cymryd o ddifrif yr angen i ddiogelu eich data. Os cysylltwch â Llywodraeth Cymru, mae ein hysbysiad preifatrwydd yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn diogelu eich preifatrwydd. Rydym yn croesawu gohebiaeth yn Gymraeg. Byddwn yn anfon ateb yn Gymraeg i ohebiaeth a dderbynnir yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi. On leaving the Welsh Government this email was scanned for all known viruses. The Welsh Government takes the protection of your data seriously. If you contact the Welsh Government then our Privacy Notice explains how we use your information and the ways in which we protect your privacy. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

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:	2019-20

**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)	5	1	1	2
Offices (B1(a), 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	0	0	0
General Regulations	0	0	0	0

**Planning applications for minor and householder developments**

Dwellings (C3)	39	26	0	26
Offices (B1(a), B8)	0	5	0	5
Retail (A1-A3)	6	2	2	4
Other principal uses	39	41	1	42
General Regulations	0	0	0	0
Householder	83	114	1	115

**Other consents**

Renewals and variation of conditions	10	11	1	12
Discharge of conditions	46			44
Advertisements	5	4	0	4
Listed Buildings	20	21	0	21
Other consent types	15	18	1	19

**Non Material Amendment applications**

Applications for Non Material Amendments	33	26	0	26
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**Statutory Pre-application cases**

Statutory Pre-application cases	4			2
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<b>Total</b>	<b>276</b>	<b>248</b>	<b>7</b>	<b>299</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	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)	11	15	0	0	14	0	26 ✓
Offices (B1(a))	0	5	0	0	5	0	5 ✓
B8)	5	0	0	0	0	0	5 ✓
Retail (A1-A3)	2	2	0	0	2	0	4 ✓
Other principal uses	19	23	0	0	21	1	42 ✓
General Regulations	0	0	0	0	0	0	0 ✓
Householder	68	47	0	0	37	7	115 ✓

<b>Other consents</b>							
Renewals and variation of conditions	3	9	0	0	7	1	12 ✓
Discharge of conditions	30	14			9	3	44 ✓
Advertisements	2	2			2	0	4 ✓
Listed Buildings	6	15			10	3	21 ✓
Other consent types	15	4	0	0	3	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	17	9			5	0	26 ✓
<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	1	1			0	0	2 ✓
<b>Total</b>	<b>161</b>	<b>138</b>	<b>0</b>	<b>0</b>	<b>112</b>	<b>15</b>	<b>299 ✓</b>

**Average time taken to determine planning applications**

	Days
Average time to determine major applications	629.0
Average time to determine all applications	89.2



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

	Number
Carried forward from previous quarter	350
Received during the quarter	276
Determined during the quarter	299
Withdrawn by applicant during the quarter	16
Authority has declined to determine (i.e transferred)	0
Carried forward to the next quarter for determination	311

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

	Number	
Number of decisions made by Planning Committee	23	
Number of decisions made under delegated powers	261	
<b>Total number of planning decisions made</b>	299	✓
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. Enforcement cases investigated and positive action taken**

	Number
Number of cases investigated in 84 days or less	39
Number of cases investigated in more than 84 days	13
<b>Total number of enforcement cases investigated</b>	52
Average time taken to investigate enforcement cases, in days	56.0
Average time taken to take positive enforcement action, in days	281.9

**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 total or partial 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 1955,
- Notifications of Crown Development under Welsh Office Circular 31764, or consultations by Electricity Suppliers for overhead electric lines and power stations under Welsh Office Circular 20150,
- 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 terms 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, lift and garage 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 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 grouped where appropriate by the Town and Country Planning (Use Classes) Order 1987.
  - '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 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.

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 timescales 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 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:
  - 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 'resolved' date);
  - 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 6.

- Useful Links:
- Town and Country Planning Act 1990
  - Town and Country Planning (Use Classes) Order 1987
  - Town and Country Planning (Amendment) Regulations 1988
  - 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

## 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.

