

**Pembrokeshire Coast National Park LPA**  
**PLANNING ANNUAL PERFORMANCE REPORT (APR) –**  
**2016-17**

**PREFACE**

*I have the pleasure of introducing the third Planning Annual Performance Report (APR) for the Pembrokeshire Coast National Park Authority (PCNPA).*

*APR's have been introduced as part of Welsh Government proposals, embodied with the Planning (Wales) Act 2015, to modernise the planning system and improve local delivery of planning services. I hope that this document succinctly tells the story of how we are performing our planning function.*

*National Parks are special places and we are charged with the task of ensuring that this precious landscape is held for future generations. We are conscious that we are endeavouring through our planning function to maintain a healthy balance as required under the Wellbeing of Future Generations Act.*

*We are proud that we were the first planning authority in Wales to have a Local Development Plan adopted. Its policies and implementation of these policies has held us in good stead and we are in the first stages of reviewing this local plan.*

*National Parks have been and continue to be under significant scrutiny with 3 Wales Audit reports in the last 10 years. We continue to punch above our weight and have consistently performed our planning functions in the main above the Welsh average. This third report demonstrates that we are still achieving this.*

Chair of Pembrokeshire Coast National Park Authority – Mrs Gwyneth Hayward

**CONTEXT**

- 1. This section sets out the planning context within which the local planning authority operates.**
  - 1.1. The Pembrokeshire Coast National Park Authority is charged with delivering the planning services within the Pembrokeshire Coast National Park area. The National Park area runs in a ribbon around the Pembrokeshire Coast and includes the lower sections of the Cleddau rivers, it also includes the Preseli hills and Gwaun valley. It is the only UK National Park designated primarily for its coastline, and the Pembrokeshire islands are included within it.
  - 1.2. The National Park covers an area of 614km<sup>2</sup> and is one of the more densely populated of the UK's National Parks, with almost 22,000 people living in 49 Community, Town and City Council areas (2010 census figures). Most of the National Park is privately owned; however about a

quarter lies in the public realm or in charitable ownership.

1.3. The National Park itself was designated in 1952, with the following purposes:

- to conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park; and
- to promote opportunities for the understanding and enjoyment of the special qualities of the National Park by the public.

## **2. Planning background, including previous adopted or abandoned development plans.**

2.1. The Pembrokeshire Coast National Park Authority Local Development Plan (LDP) was adopted in 2010 and covers the period between 2010 and 2021. This plan replaced the Joint Unitary Development Plan for Pembrokeshire (2000-2016). The Authority has produced a range of Supplementary Planning Guidance ('SPG') which supports and provides guidance to the implementation of policies contained within the LDP.

## **3. Place and fit within the community strategy and/or wider strategic and operational activity of the authority.**

3.1. The Authority has a National Park Management Plan (2015-2019) which sets out a coordinated approach in managing the purposes of the National Park. The Plan gives people a clear line of sight between National Park purposes and management policies in which the NPA explains what the National Park is, how it is managed, and why it is proposed to manage it in one way rather than another. It is for partner organisations, residents, auditors and anyone with a more detailed interest in the National Park and the NPAs role in its management.

## **4. Existing and previous major influences on land use (e.g. heavy industrial, agricultural, energy, transport).**

4.1. Pembrokeshire Coast National Park is known for its outstanding landscapes, the influences on these, currently and in the future will be the agricultural practices which have shaped and will heavily influence the quality of the landscape. The refining industries around the Haven will also impact on this. The major other land users are defence ranges and tourism.

## **5. Historic/landscape setting of the area, including AONBs, conservation areas etc.**

5.1. The Pembrokeshire Coast National Park has 285 Scheduled Ancient Monuments, and over 7500 sites in the Historic Environment Record. There are over 1200 listed buildings and 13 designated Conservation Areas. Nine Historic Landscape areas are wholly or partly within the National Park, and there are 15 Historic Parks & Gardens in the National Park.

## **6. Urban/Rural Mix and Major Settlements**

6.1. The National Park is predominantly rural by the very nature of its designation with smaller pockets of development and Local Centres in coastal locations. An estimated third of all households in the National Park are living in the countryside which are scattered through

smaller villages, hamlets, sporadic dwellings and farms.

- 6.2. The LDP sets out Towns and Villages as Tier 2 or 3 Centres based upon the Pembrokeshire Haven containing strategic hubs known as Tier 1 Centres – these include larger centres such as Haverfordwest, Milford Haven/Neyland, Pembroke/Pembroke Dock and Carmarthen Town.
- 6.3. The key urban areas within the National Park include Tenby (Tier 2 Centre) and Newport, Saundersfoot and St Davids (Tier 3 Centres). There are 19 Rural Centres (Tier 4) throughout the National Park including Amroth, Angle, Bosheston, Broad Haven, Dale, Dinas Cross, Felindre Farchog, Herbrandston, Jameston, Lawrenny, Little Haven, Manorbier, Manorbier Station, Marloes, Newgale, Pontfaen, Solva, St Ishmaels and Trefin. There are an additional 10 Rural Centres which are positioned partly within the National Park.
- 6.4. The total number of households identified in the 2011 Census in the National Park is 13,700 and self-catering accommodation makes up just over 12% of the overall stock.

## **7. Population change and influence on LDP/forthcoming revisions.**

- 7.1. Household projections identified in 2008 Welsh Government figures for this National Park shows an increase in households from 10,490 to 11,516 (just over 1000 for the period 2011 to 2031).
- 7.2. Recently published population figures show a decline in population.
- 7.3. For the revision of the Local Development Plan, population projection figures will be taken account of in considering the housing provision needed for the life of the replacement Plan (2031).

## PLANNING SERVICE

- 8.1. The Authority is organised into three key service areas which include Park Direction/Planning, Delivery/Discovery and Support Services. The planning function comes within the remit of the Director of Planning.
- 8.2. The Planning Policy function of the National Park is under the direction of the Head of Park Direction. The post holder is also responsible for the National Park Management Plan, Biodiversity, Archaeology, Coastpath and footpaths, health and wellbeing, environmental matters and statistical and data information.
- 8.3. The Development Management (DM) and Enforcement functions are under the direction of the Team Leader: Development Management and the post holder is also responsible for the conservation of historic buildings, planning ecology, trees and landscape matters.
- 8.4. The out turn for development management in 2014/15 was £407,405 with the budget for 2016/17 set at £519,945 a reduction of 24% over 5 years with a reduction in staffing levels of 1 fte – made up in the main with some post holders working reduced hours during this financial year, see below. The 24% reduction relates to the budget figure of £687,000 in 2013/14 and £519,945 in 2016/17. Planning policy and other Direction functions has remained at about £250,000 each year as we have now commenced the LDP revision.
- 8.5. The Planning function is managed with a reduced number of fte staff and savings have been made when opportunities have arisen through reduced hours of some staff, and re-evaluation of the grading of some positions. These have included:
  - Use of consultants to address peaks in workloads including the vacancy of Head of DM for 4 months of this reporting period
  - There are service level agreements to cover minerals planning with Carmarthenshire County Council (CCC), and one which covers planning ecology work with Pembrokeshire County Council (PCC).
- 8.6. Looking to the future the PCNPA is keen to plan for capacity and knowledge to continue to deliver a good planning function. To this end it continues to put a high priority on training of staff at all levels in the planning department.
  - PCNPA has a commitment to ensure staff are trained for their roles and therefore all planning officers are Royal Town Planning Institute (RTPI) members and subscriptions to this professional body are paid for by the Authority. Enforcement in the Authority is given a high profile and therefore all enforcement officers are members of National Association of Planning Enforcement (NAPE) and subscriptions to this professional body are paid for by the Authority.
  - The Authority expects its planners and enforcement officers to complete and comply with the RTPI's/NAPE's continuing professional development (CPD) requirements and these are assessed through its own staff annual performance appraisals.

- A local and relevant planning training programme is delivered in house and planners (and others including members) are invited to attend these sessions. The 2016/17 schedule is set out below – showing the huge diversity of topics which are considered appropriate for planners to be involved in, especially given the National Park status. This programme includes some of the organisation's other training programmes for managers etc. which have a bearing on the delivery of the planning service by the Authority.

Date	Training
12-13 May 2017	POSW conference
15th May 2017	Welsh Government EIA Regulations and updates seminar
17 <sup>th</sup> May 2017	Aberglasney – Landscape Training
8 <sup>th</sup> June 2017	Wales Planning Conference
5 <sup>th</sup> July 2017	RTTPI West Chapter – AD Plants
5 <sup>th</sup> July 2017	RSAW : The State of the Architectural Nation
29 <sup>th</sup> September 2017	RTPI West Wales Chapter – Town centre Regeneration
18 <sup>th</sup> October 2017	Pembrokeshire Tourism Event
19 <sup>th</sup> October 2017	RTPI Enforcement Conference
17 <sup>th</sup> July 2017	Statistic software packages

- 8.7 PCNPA together with Pembrokeshire County Council has continued to deliver an Agents' Forum. This meets quarterly and is intended not only to inform agents of planning related information which is relevant to their work in Pembrokeshire, but also offers the opportunity for agents to put forward their views on how both local planning authorities are working to take their needs into account. These events are well attended by local planning agents
- 8.8 Collaboration is an important part of PCNPA's culture – and this is probably largely due to the small size of the organisation. Joint working allows us to share good practice, and also makes the Authority more resilient.
- 8.9 We have a good working relationship with our neighbouring authorities, Ceredigion, Carmarthenshire and particularly Pembrokeshire. We use the resources of PCC for monitoring of section 106 arrangements and also use their legal team with regard to the drafting and use of templates for planning legal agreements. We also buy in to its planning ecology service – ensuring a consistency of approach throughout the whole of Pembrokeshire with regard to biodiversity which takes no notice of administrative boundaries. Both Authorities – Pembrokeshire CC and PCNPA has a delegation from Cadw to deal with certain listed building applications – the agreement allows for the professional officers to work across the boundaries – again to assist with consistency and resilience.
- 8.10 The Wales Audit Office in their 2015 Review of National Park Authority Planning Services entitled 'Delivering More with Less' recommended further collaboration between the 3 NPAs. Much of this work is pertinent to all local planning authorities throughout Wales.
- 8.11 With regard to actioning the recommendations we are in the process of implementing an effective document management system, upgrade the planning information available

throughout our Website and promote a customer friendly approach to our planning surgery and pre-application service. We will continue to collaborate with the Planning Departments at Brecon Beacons National Park Authority and Snowdonia National Park Authority and make contributions to POSW (Planning Officers Society Wales) sharing best practice work.

## THE AUTHORITY'S LOCAL STORY

- 9.1. The Authority is preparing a replacement Local Development Plan. This work is proceeding as planned.
- 9.2. The 2015-16 Local Development Plan Annual Monitoring Report is available and a copy of the report is published on the Authority's website. The 2016-17 Monitoring Report will be available by the 31<sup>st</sup> October 2017.
- 9.3. The Local Development Plan identifies 17 key outcomes by the end of the Plan period (i.e. 2021) and 36 indicators in the Monitoring Report are grouped beneath these outcomes to test the performance of the Plan (2017 report).
- 9.4. In summary the Plan's targets and objectives are being met. There are issues with 7. The key issues relate to effectively available housing land supply; employment land being brought forward and affordable housing delivery.
- 9.5. The planning application process is becoming increasingly complex and the duty officer approach whereby potential applicants can book a half hour slot with a planner to go through the planning process and what information is required to be submitted with their application is proving popular this year. There is currently no charge for this service and it may well be that the charging for pre-application service has displaced queries to the duty officer. The situation will continue to be monitored. Clearly there is a balance to be struck between being helpful and charging for advice.
- 9.6. Current projects
  - Land Implementation Study for the Deposit Local Development Plan
  - Green Infrastructure Project with Pembrokeshire County Council
  - Preparation of the Deposit Local Development Plan
  - Implementation of Document Management System
  - Web access to planning applications
- 9.7. Local pressures
  - Major agricultural applications
  - Monitoring caravan and campsites

## 9.8. Service improvement

Working towards the corporate well-being objectives of:

PCNPA Well-being Objectives	Contribution to Well-being Goals
1. To encourage and support the development of sustainable employment and businesses, particularly in tourism & recreation.	Contributes to a 'Prosperous Wales' and a 'Resilient Wales' by encouraging the development of new and existing businesses and increasing the number of jobs while discouraging unsustainable use of the natural resources. Increased employment should support 'More Equal Wales' and also to a 'Healthier Wales'
2. To promote and develop the use of ecosystems management	Using ecosystems management is a key technique in preparing the Well-being Assessment for the PSB in ensuring a 'Resilient Wales' and in preparing any future National Park Management Plan and Local Development Plan.
3. To enable and encourage more people to improve their well-being by making a greater use of the National Park regardless of their circumstances	Activity in the countryside, even walking, can improve the feeling of well-being and reduce stress and can be inspirational. By promoting activity, encouraging volunteers and supporting those with physical, economic or other restrictions this objective contributes to both a 'Healthier Wales' and a 'More Equal Wales'
4. To Work alongside communities to help them make the most of the NPA	Already many communities and local groups are engaged with and contribute to the work of the National Park Authority from consultation responses to local environmental improvement projects. Increasing the scale and scope of these will add to a 'Wales of cohesive communities'
5. To continue to ensure equality is embedded within the work and culture of the NPA	The Authority encourages the less able to become engaged and involved and promotes equality and diversity in both its staff and Members and through training opportunities.
6. To protect and promote the local culture of language, arts and heritage of the area	Pembrokeshire has a rich culture in the arts, heritage and language. This is recognised as part of the area's distinctiveness contributing to a 'Wales of vibrant culture and thriving Welsh language'.
7. To ensure our work makes a positive contribution to global well-being.	By continually reducing our carbon footprint and following sustainable procurement this Authority ensures it contributes to a 'globally responsible Wales'. All of the well-being objectives support a globally responsible Wales through our work to protect the natural and historic environment, our support for the local economy and community engagement.

9.9. The planning teams in both DM and Planning Policy are focused on service delivery, efficiency and public perception as drivers for their work programming. Within Development Management the key targets were:

1. Improve speed of determining applications to an average of 70% of householder applications within 8 weeks and 65% for all others including listed building consent applications
2. Improve the response times on pre-application advice to 65% within 30 days
3. Improve the speed of determining enforcement complaints to an average of 65% within 12 weeks
4. Set up a formal system for monitoring enforcement cases
5. Register applications for discharging conditions on APAS
6. Commence Conservation Area review
7. Commence work to improve public perception of the planning service through greater community engagement
8. To install document management project
9. Review pre-application processes and planning surgery processes

The performance figures for PCNPA speak for themselves in the tables at the end of this document. A Document Management System has been acquired and is currently in the process of being implemented, all applications will be available on the website once the document management system is implemented.

**Housing Land Supply:** The Authority is required to demonstrate a five year effectively available housing land supply.

- 9.10. The continuing fall in the calculated land supply is caused by a variety of factors, the most common being a lack of interest by landowners in wishing to develop their land in the short and medium term. Interest in developing sites allocated in the Local Development Plan has shown a marked increase in recent years with a number of pre-application enquiries and planning applications made to the Authority. This has not been sufficient, however, to meet the cumulative shortfall of sites coming forward in the first few years of the Plan adoption and is now a matter for the Local Development Plan revision.
- 9.1. A Joint Housing Land Availability Study was finalised in July 2017 and showed a 1.2 year land supply. The Plan will end part-way through the Joint Housing Land Availability Study period (2021 Plan end date) and so the method of calculation takes this into account (as set out in Table 4 of Technical Advice Note 1). The report uses the residual method to calculate the land supply.
- 9.2. To help bring sites forward the National Park Authority is continuing with the following actions:
- Approving planning applications for housing developments provided all relevant policy considerations are met. The majority of applications submitted to the Authority in the past few years have been on small sites which are not listed in the land supply.
  - The updated Supplementary Planning Guidance on Affordable Housing adopted by the Authority in November 2014 has re-examined viability assessments for allocated sites. It has also streamlined the process for applicants and emphasised that the requirements are a basis for negotiation. There has been an increase in the number of landowners of

allocated sites making contact with the Authority with a view to bringing sites forward for development since the adoption of the guidance.

- c) The Authority has a continuing dialogue with owners of many of the land allocations in the Park. Several of the landowners are undertaking preparatory work to start bringing sites forward for development.
- d) The Authority will be reviewing site allocations through the Local Development Plan review to address the shortfall in effectively available land.

**9.14 Conclusion:** For Local Development Plan revision this will mean revisiting the overall housing land requirements and consequently the Plan's housing provision and acknowledging uncertainties in the housing market in setting annual targets.

## WHAT SERVICE USERS THINK

In 2016-17 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year.

The survey was sent to 186 people, 13% (24) of whom submitted a whole or partial response. The majority of responses (52%) were from local agents. 40% were from members of the public. 12% of respondents had their most recent planning application refused.

We asked respondents whether they agreed or disagreed with a series of statements about the planning service. They were given the following answer options:

- Strongly agree;
- Tend to agree;
- Neither agree nor disagree;
- Tend to disagree; and
- Strongly disagree.

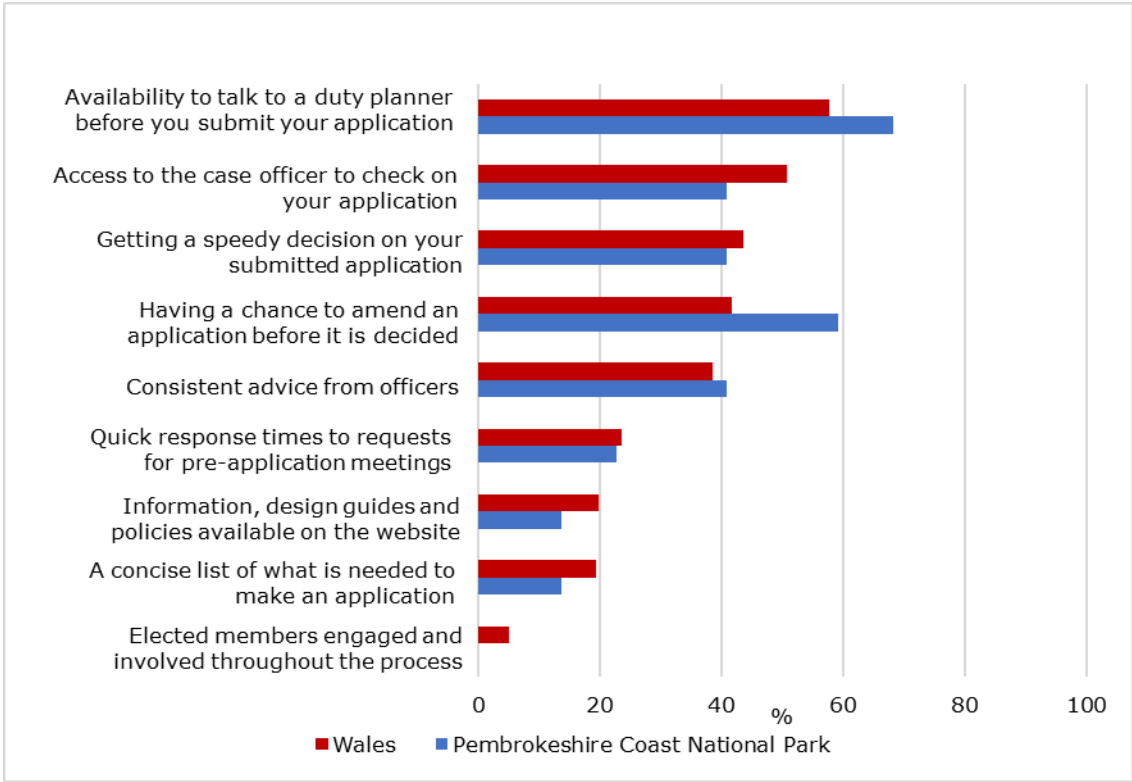
Table 1 shows the percentage of respondents that selected either 'tend to agree' or 'strongly agree' for each statement for both our planning authority and Wales.

**Table 1: Percentage of respondents who agreed with each statement, 2016-17**

	%	
	Pembrokeshire Coast National Park LPA	Wales
Percentage of respondents who agreed that:		
The LPA enforces its planning rules fairly and consistently	29	52
The LPA gave good advice to help them make a successful application	47	62
The LPA gives help throughout, including with conditions	35	52
The LPA responded promptly when they had questions	48	61
They were listened to about their application	65	59
They were kept informed about their application	33	51
They were satisfied overall with how the LPA handled their application	45	61

We also asked respondents to select three planning service characteristics from a list that they thought would most help them achieve successful developments. Figure 1 shows the percentage of respondents that chose each characteristic as one of their three selections. For us, 'the availability to talk to a duty planner before submitting an application' was the most popular choice.

**Figure 1: Characteristics of a good planning service, Pembrokeshire Coast National Park LPA, 2016-17**



Comments received include:

- “The staff were very helpful, I just had the impression that they had too much to do and that slowed things down. I've no complaints about the staff who helped me, there just needs to be more of them...!”
- “Clearer guidelines regarding Listed Building consent.”
- “Planning surgeries are very helpful and there is good availability of slots.”

## OUR PERFORMANCE 2016-17

This section details our performance in 2016-17. It considers both the Planning Performance Framework indicators and other available data to help paint a comprehensive picture of performance. Where appropriate we make comparisons between our performance and the all Wales picture.

Performance is analysed across the five key aspects of planning service delivery as set out in the Planning Performance Framework:

- Plan making;
- Efficiency;
- Quality;
- Engagement; and
- Enforcement.

### Plan making

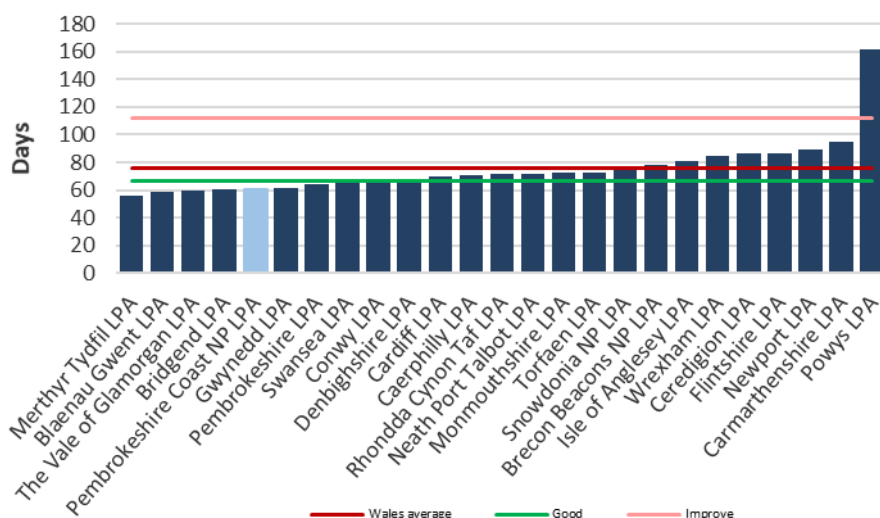
As at 31 March 2017, we were one of 22 LPAs that had a current development plan in place. We are required to submit an Annual Monitoring Report in October 2017. This document has been prepared.

During the APR period we had 2 years of housing land supply identified, making us one of 19 Welsh LPAs without the required 5 years supply.

### Efficiency

In 2016-17 we determined 484 planning applications, each taking, on average, 61 days (9 weeks) to determine. This compares to an average of 76 days (11 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year.

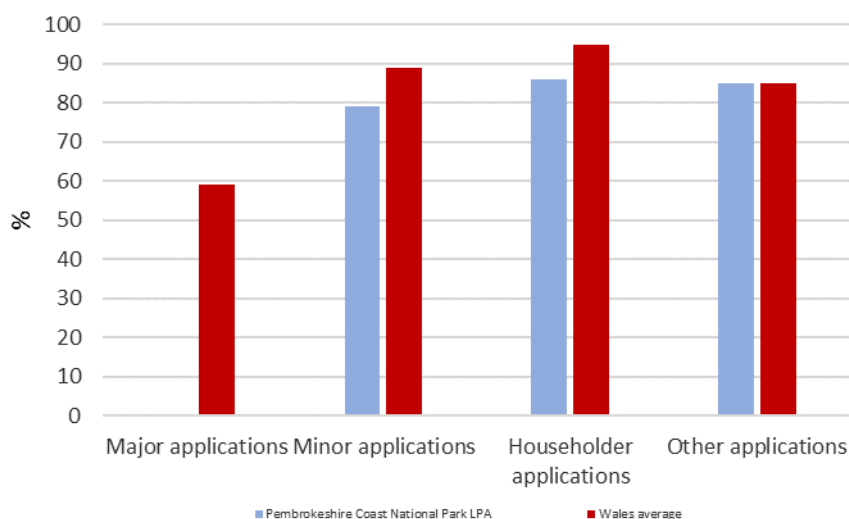
**Figure 2: Average time taken (days) to determine applications, 2016-17**



80% of all planning applications were determined within the required timescales. This compared to 87% across Wales and we were one of 20 LPAs that had reached the 80% target.

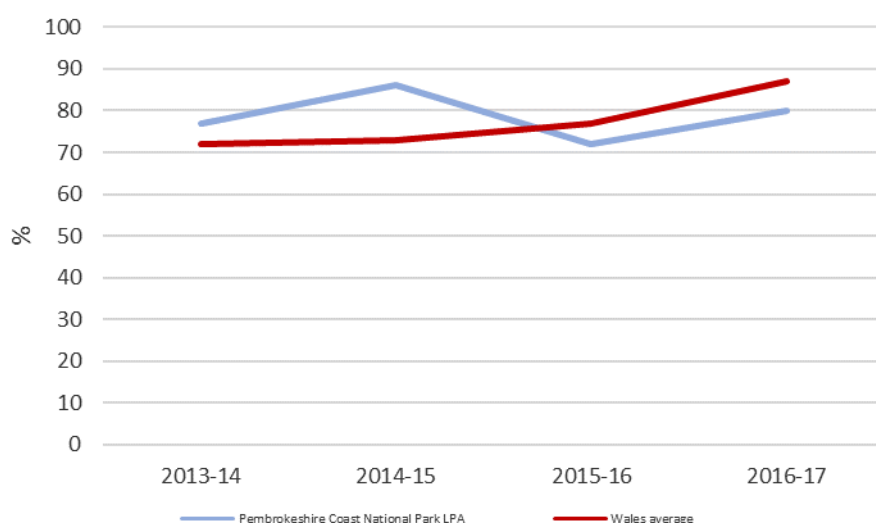
Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 86% of householder applications within the required timescales.

**Figure 3: Percentage of planning applications determined within the required timescales, by type, 2016-17**



Between 2015-16 and 2016-17, as Figure 4 shows, the percentage of planning applications we determined within the required timescales increased from 72%. Wales also saw an increase this year.

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



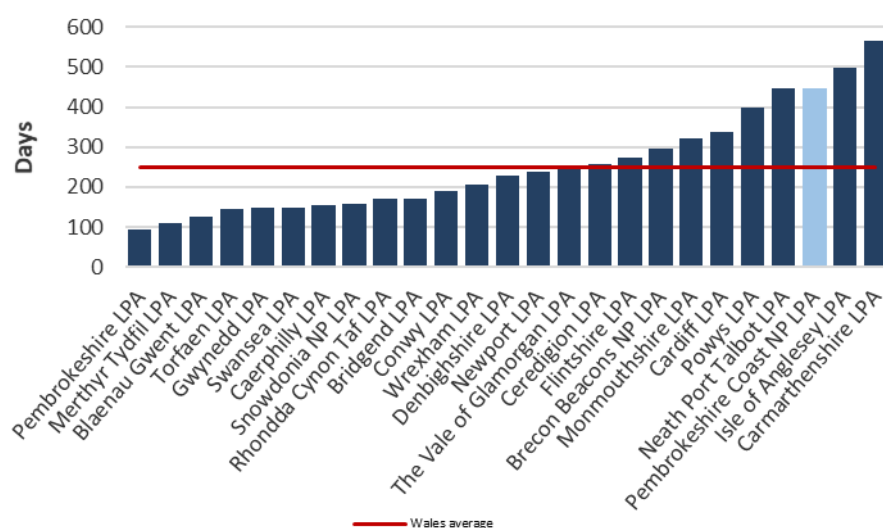
Over the same period:

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

## Major applications

We determined 3 major planning applications in 2016-17, none of which were subject to an EIA. Each application took, on average, 448 days (64 weeks) to determine. As Figure 5 shows, this was the third longest average time taken of all Welsh LPAs

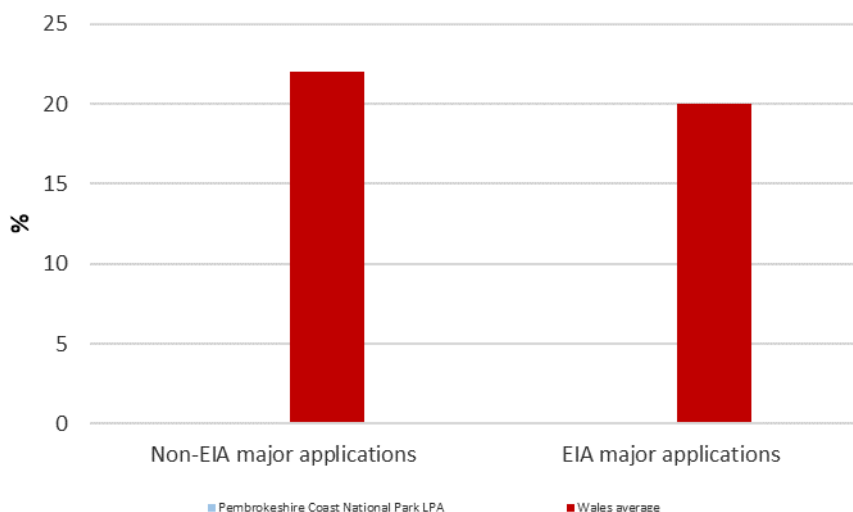
**Figure 5: Average time (days) taken to determine a major application, 2016-17**



0% of these major applications were determined within the agreed timescales, the lowest percentage of all Welsh LPAs.

Figure 6 shows the percentage of major applications determined within the required timescales by the type of major application. 0% of our 'standard' major applications i.e. those not requiring an EIA, were determined within the statutory 8 week deadline.

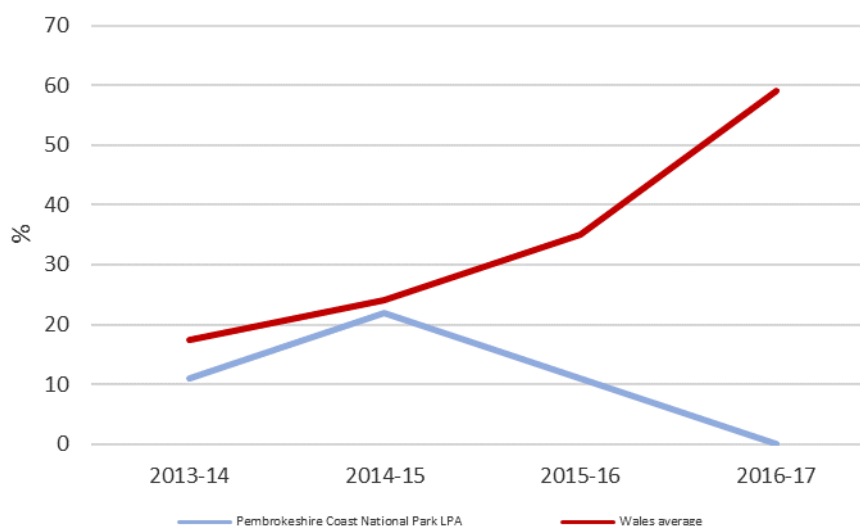
**Figure 6: Percentage of Major applications determined within the statutory timescales during the year, by type, 2016-17**



Since 2015-16 the percentage of major applications determined within the required timescales had decreased from 11%. Similarly, the number of major applications determined decreased while the number of applications subject to an EIA determined during the year stayed the same.

Figure 7 shows the trend in the percentage of major planning applications determined within the required timescales in recent years and how this compares to Wales.

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



Over the same period:

- The percentage of minor applications determined within the required timescales increased from 74% to 79%;
- The percentage of householder applications determined within the required timescales increased from 83% to 86%; and

- The percentage of other applications determined within required timescales increased from 83% to 85%.

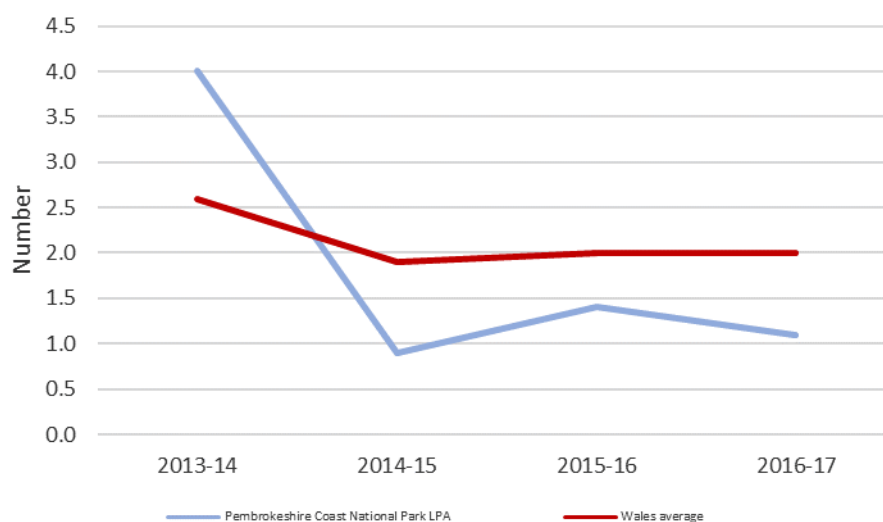
## Quality

In 2016-17, our Development Management Committee made 33 planning application decisions during the year, which equated to 7% of all planning applications determined. Across Wales 6% of all planning application decisions were made by planning committee.

9% of these member-made decisions went against officer advice. This compared to 11% of member-made decisions across Wales. This equated to 0.6% of all planning application decisions going against officer advice; 0.7% across Wales.

In 2016-17 we received 6 appeals against our planning decisions, which equated to 1.1 appeals for every 100 applications received. This was the lowest ratio of appeals to applications in Wales. Figure 8 shows how the volume of appeals received has changed since 2015-16 and how this compares to Wales.

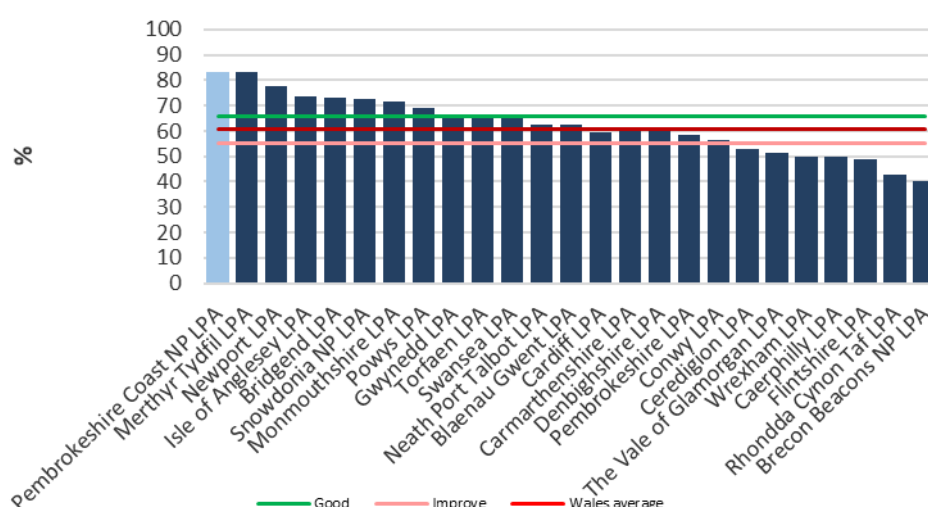
**Figure 8: Number of appeals received per 100 planning applications**



In 2016-17 we approved 97% of planning applications. This compares to 91% across Wales.

Of the 6 appeals that were decided during the year, 83% were dismissed. As Figure 9 shows, this was the highest percentage of appeals dismissed in Wales and we were one of 10 LPAs that reached the 66% target.

**Figure 9: Percentage of appeals dismissed, 2016-17**



During 2016-17 we had 1 application for costs at a section 78 appeal upheld, making us one of the 11 LPA's to have at least one such application upheld in the year.

## Engagement

We are:

- one of 24 LPA's that allowed members of the public to address the Planning Committee; and
- one of 2 LPA's that had a partial online register of planning applications.

As Table 2 shows, 47% of respondents to our 2016-17 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application.

**Table 2: Feedback from our 2016-17 customer satisfaction survey**

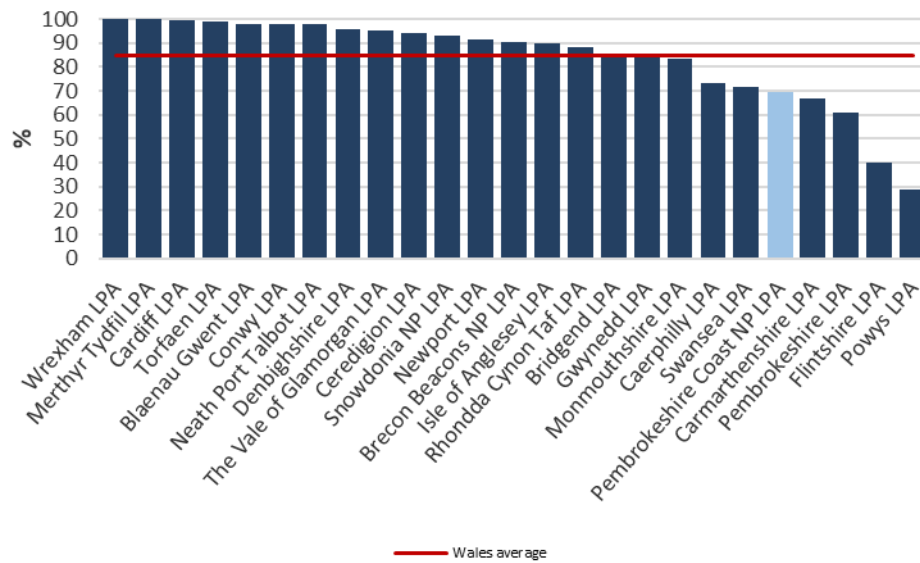
	%	
Percentage of respondents who agreed that:	Pembrokeshire Coast National Park LPA	Wales
The LPA gave good advice to help them make a successful application	47	62
They were listened to about their application	65	59

## Enforcement

In 2016-17 we investigated 121 enforcement cases, which equated to 5.3 per 1,000 population. This was the second highest rate in Wales. We took, on average, 140 days to investigate each enforcement case.

We investigated 69% of these enforcement cases within 84 days. Across Wales 85% were investigated within 84 days. Figure 10 shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPA's.

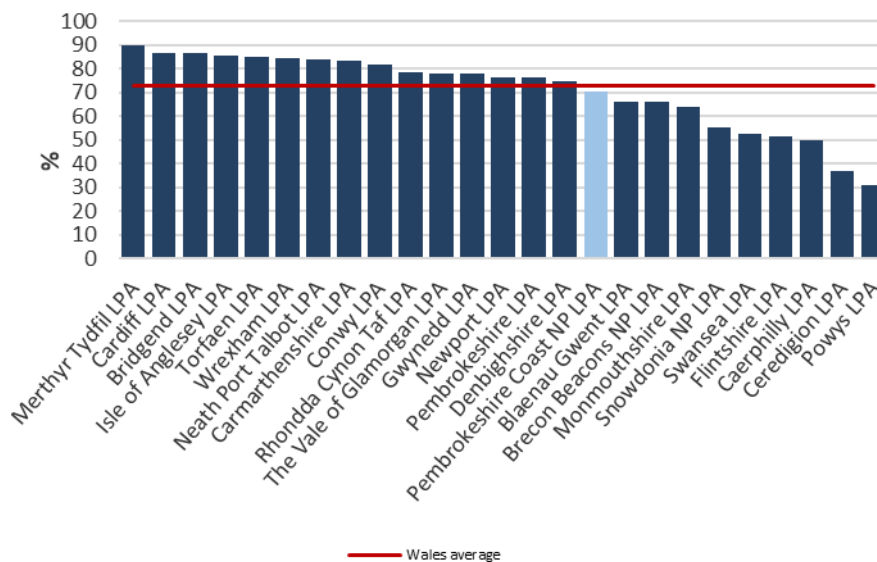
**Figure 10: Percentage of enforcement cases investigated within 84 days, 2016-17**



Over the same period, we resolved 118 enforcement cases, taking, on average, 195 days to resolve each case.

70% of this enforcement action was taken within 180 days from the start of the case. As Figure 11 shows this compared to 73% of enforcement cases resolved within 180 days across Wales.

**Figure 11: Percentage of enforcement cases resolved in 180 days, 2016-17**



## ANNEX A - PERFORMANCE FRAMEWORK

### OVERVIEW

MEASURE	GOOD	FAIR	IMPROVE
<b>Plan making</b>			
Is there a current Development Plan in place that is within the plan period?	Yes		No
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+
Annual Monitoring Reports produced following LDP adoption	Yes		No
The local planning authority's current housing land supply in years	>5		<5
<b>Efficiency</b>			
Percentage of "major" applications determined within time periods required	Not set	Not set	Not set
Average time taken to determine "major" applications in days	Not set	Not set	Not set

WALES AVERAGE	Pembrokeshire Coast National Park LPA LAST YEAR	Pembrokeshire Coast National Park LPA THIS YEAR
Yes	Yes	Yes
58	N/A	N/A
Yes	Yes	Yes
2.9	1.8	2
59	11	0
250	204	448

MEASURE	GOOD	FAIR	IMPROVE
Percentage of all applications determined within time periods required	>80	60.1-79.9	<60
Average time taken to determine all applications in days	<67	67-111	112+
<b>Quality</b>			
Percentage of Member made decisions against officer advice	<5	5.1-8.9	9+
Percentage of appeals dismissed	>66	55.1-65.9	<55
Applications for costs at Section 78 appeal upheld in the reporting period	0	1	2+
<b>Engagement</b>			
Does the local planning authority allow members of the public to address the Planning Committee?	Yes		No

WALES AVERAGE	Pembrokeshire Coast National Park LPA LAST YEAR	Pembrokeshire Coast National Park LPA THIS YEAR
87	72	80
76	61	61
11	5	9
61	100	83
0	0	1
Yes	Yes	Yes

MEASURE	GOOD	FAIR	IMPROVE
Does the local planning authority have an officer on duty to provide advice to members of the public?	Yes		No
Does the local planning authority's web site have an online register of planning applications, which members of the public can access, track their progress (and view their content)?	Yes	Partial	No
<b>Enforcement</b>			
Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	Not set	Not set	Not set
Average time taken to investigate enforcement cases	Not set	Not set	Not set
Percentage of enforcement cases where enforcement action is taken or a retrospective application received within 180 days from the start of the case (in those cases where it was expedient to enforce)?	Not set	Not set	Not set
Average time taken to take enforcement action	Not set	Not set	Not set

WALES AVERAGE	Pembrokeshire Coast National Park LPA LAST YEAR	Pembrokeshire Coast National Park LPA THIS YEAR
Yes	Yes	Yes
Yes	Partial	Partial
85	78	69
74	130	140
73	73	70
201	332	195

## SECTION 1 – PLAN MAKING

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

Authority's performance	Yes
Work is also underway to replace the Plan by the end of 2019.	

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

Authority's performance	N/A
The current Plan is adopted and is under revision in accordance with the Delivery Agreement. The Authority hopes to regain 2 months in the run up to Deposit which is allowed for in the Delivery Agreement.	

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

Authority's performance	Yes
<p>Yes, again we have consistently provided the AMRs within required timescales. The AMR was taken to the National Park Authority meetings in September of 2016 and 2017 and were both approved for submission to the Welsh Government see below:</p> <p>2015/16 AMR NPA report:  <a href="http://www.pembrokeshirecoast.org.uk/Files/files/Committee/NPA/2016/September%2028/4916%20LDP%20Monitoring%20Report.pdf">http://www.pembrokeshirecoast.org.uk/Files/files/Committee/NPA/2016/September%2028/4916%20LDP%20Monitoring%20Report.pdf</a> </p>	

NPA minute:

It was RESOLVED that the 2015-16 Annual Monitoring Report for the Local Development Plan be approved for submission to the Welsh Government by the 31st October 2016.

2016/17 AMR NPA report:

<http://www.pembrokeshirecoast.org.uk/Files/files/Committee/NPA/2017/27%20September/4117%20Planning%20Annual%20Performance%20Report.pdf>

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

<b>Authority's performance</b>	2
Please see commentary earlier in the report regarding this issue and the measures being taken to address it.	

## SECTION 2 - EFFICIENCY

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

<b>Authority's performance</b>	0
<p>In the case of this Authority, and any other National Park Authority, expressing this indicator as a percentage only can potentially be misleading as a relatively low number of 'major' applications will be submitted to such authorities. During this year only 3 major applications were determined by the Authority.</p> <p>Statutory designation does not prohibit development, but proposals for development must be carefully assessed for their effect on those natural heritage interests which the designation is intended to protect. In National Parks, special considerations apply to major development proposals which are more national than local in character.</p> <p>It is the potentially serious impact that a development may have on the qualities of the Park that qualifies it for the title 'Major Development' and, in addition to needing to be in accordance with Local Development Plan policies, the proposal will have to fulfil national planning policy criteria before being permitted, known as the 'Major Development Test'. Planning Policy Wales, sets out the actual test in terms of the need for the development, exploring how the development could be</p>	

met in another way and how it impacts on the environment and landscape.

The Policy Statement for the National Parks in Wales “Working Together for Wales” (Welsh Assembly Government 2002) reiterates that major development should not take place within the National Park unless there are exceptional circumstances.

The 3 major applications determined during this year were subject to complex S106 agreements, which impacted on the length of time to final determination.

The ‘time periods required’ refers to agreed extensions of time, the Authority has in recent months introduced a more robust system to ensure that extensions of times are agreed on applications which exceed the original determination period.

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

<b>Authority’s performance</b>	448
<p>The Authority only determined 3 major planning applications during the reporting period 2016/17. These major applications were subject to complex S106 agreements, which impacted on the length of time to final determination.</p> <p>The ‘time periods required’ refers to agreed extensions of time, the Authority has in recent months introduced a more robust system to ensure that extensions of times are agreed on applications which exceed the original determination period.</p>	

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

<b>Authority’s performance</b>	80
<p>The Authority just fell to within the “Fair” category. The percentage of applications determined within the statutory time period is due in part to the fact that the Development Management section was without a manager for approximately 4 months of the reporting period.</p> <p>The ‘time periods required’ refers to agreed extensions of time, the Authority has in recent months introduced a more robust system to ensure that extensions of times are agreed on applications which exceed the original determination period. The performance in this area should therefore</p>	

increase in the future.

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

Authority's performance	61
The Authority has met the target of less than 67 days to determine all applications and have an average of 61 days to determine all applications. The Authority's performance compares extremely well against the Wales Average of 76 days.	

### SECTION 3 - QUALITY

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

Authority's performance	9
<p>The Authority just falls into the 'Improvement needed' category, however, of the total number of applications that were determined by the Authority in its capacity as the Local Planning Authority, only a small percentage were determined contrary to officer advice.</p> <p>PCNPA members take their planning function very seriously and are well informed and engaged in the planning process. Officers arrange site visits on complicated or major applications prior to full consideration of the matter by committee. This helps to fully inform members prior to decision making – any matters requiring clarity can be explained and resolved at this earliest opportunity. This stance is also appreciated by applicants.</p>	

Indicator	10. Percentage of appeals dismissed	
"Good"	"Fair"	"Improvement needed"
More than 66% (two thirds) of planning decisions are successfully defended at appeal	Between 55% and 66% of planning decisions are successfully defended at appeal	Less than 55% of planning decisions are successfully defended at appeal

Authority's performance	83
The Authority has successfully met the target with an 83% success rate, which is in excess of the 66% target. The Authority's performance compares extremely well against the Wales Average of 61%	

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

Authority's performance	1
1 case with partial award of costs which related to an appeal on one condition. No costs were awarded for appeal of the other conditions.	

#### SECTION 4 – ENGAGEMENT

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

Authority's performance	Yes
The Authority has a clear policy and well documented procedure for speaking at its Development Management committee, with speakers being allowed a maximum of 5 minutes to address the committee. Details of the public speaking arrangements are set out on the website: <a href="http://www.pembrokeshirecoast.org.uk/default.asp?PID=307">http://www.pembrokeshirecoast.org.uk/default.asp?PID=307</a>	

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

Authority's performance	Yes
The Authority has a weekly planning surgery which operates on half hourly bookable appointments. The surgery is extremely popular and offers a valuable service to the general public. The weekly surgery is regularly fully booked, however, the public can generally make an appointment within 7 days of their request, as such, it is not considered necessary at present to widen the service, although this will be kept under review. This service is particular valuable to members of the public who have not engaged agents and who are processing their own householder applications and have no previous knowledge of the planning system. Pre-	

application requests, enforcement and planning applications enquiries relating to cases which are already allocated to a case officer are not the subject of this planning surgery, and the request for meetings are organised as required.

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

Authority's performance	Partial
<p>The Authority has the online facility whereby the details, including description, case officer, decision and other details, of the application can be viewed online. The Development Management Committee report is made available online and contains images of the relevant plans for each application being considered. The limitation of the system is that the documents that support an application are not available for viewing online. On major applications the Authority uploads the key application plans and documents to the website.</p> <p>The Authority is addressing this limitation and is in the process of implementing a document management system which will be an extremely useful to the general public, the applicant, agent, other interested parties and the Authority. It is anticipated that web access to documents will be available by the end of 2017.</p>	

## SECTION 5 – ENFORCEMENT

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

Authority's performance	69
<p>The target here has not been benchmarked however percentage of enforcement cases investigated within 84 days is below the Wales average of 85%. This is due in part to the fact that the Development Management section was without a manager for a period of approximately 4 months of the reporting period and without one Enforcement Officer for 6 months of the reporting period.</p> <p>A process review of the enforcement function has removed certain stages which impacts positively on the percentage of enforcement cases investigated within 84 days.</p>	

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

Authority's performance	140
<p>The target here has not been benchmarked however the number of days to investigate enforcement cases is higher than the wales average of 74 days. This is due in part to the fact that the Development Management section was without a manager for a period of approximately 4 months of the reporting period and without one Enforcement Officer for 6 months of the reporting period.</p> <p>A process review of the enforcement function has removed certain stages which impacts positively on the number of days to investigate enforcement cases.</p>	

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

Authority's performance	70
<p>The target here has not been benchmarked however the percentage of enforcement cases where enforcement action is taken or a retrospective application received within 180 days from the start of the case is marginally lower than the wales average of 73%. This is due in part to the fact that the Development Management section was without a manager for a period of approximately 4 months of the reporting period and without one Enforcement Officer for 6 months of the reporting period.</p> <p>Furthermore, Welsh Government are no longer reporting on this statistic as the length of time can be out of the control of a Local Authority if an appeal is lodged.</p>	

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

Authority's performance	195
<p>The target here has not been benchmarked however the Average time taken to take enforcement action is lower than the Wales average of 200 days.</p>	

## SECTION 6 – SUSTAINABLE DEVELOPMENT INDICATORS

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

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

Authority's returns	
Data is provided for all indicators except for the figure for previously developed land in hectares under indicator SD5 as this is not available. However commentary is provided for this indicator.	

<b>Indicator</b>	<b>SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year.</b>
------------------	--

<b>Granted (square metres)</b>	
<b>Authority's data</b>	0

<b>Refused (square metres)</b>	
<b>Authority's data</b>	0

Sites allocated for employment purposes have not come forward for development. 3 sites are allocated and are not progressing. Reasons include lack of interest by the landowner, lack of developer interest and issues around the viability of bringing employment sites forward where there is a lack of public funding. 773 applications were approved for employment related uses in the Plan period (as at the end of April 2017) and these are not on allocated sites. No planning permissions were refused.

<b>Indicator</b>	<b>SD2. Planning permission granted for renewable and low carbon energy development during the year.</b>
------------------	--

<b>Granted permission (number of applications)</b>	
<b>Authority's data</b>	11

<b>Granted permission (MW energy generation)</b>	
<b>Authority's data</b>	0.354 Gwh

Electricity Generation Gwh (estimate) equals an estimated 7.79 Gwh if all the permissions granted since 2006 are implemented. This is an increase of 0.179 Gwh from the previous monitoring period. The proposals are primarily for solar photovoltaics that have been incorporated into building design (0.132Gwh). There has also been a small contribution of micro scale wind (0.047Gwh).

Heat Generation per annum Gwh (estimate) equals an estimated 4.235 Gwh primarily from solar thermal panels, this is an increase of 0.175 Gwh from the previous monitoring period from biomass boilers. The anticipated applications for example for larger biomass boilers to schools have not been forthcoming. However, a positive policy framework remains in place.

The approach to Plan policy preparation was to ensure that the Authority was encouraging and supportive of renewables unless there is overriding environmental or amenity issues. An analysis of approvals versus refusals shows that since 2006 there have been an estimated 32 refusals of permission and 175 approvals for various types of renewable energy. This is an increase of 11 approvals and no refusals from the previous monitoring period. However Local Development Plan Policy 33 was only quoted in a total of 6 decisions in this monitoring period, the majority of the approved applications were for schemes which incorporated renewable energy technology as part

of a wider proposal.

<b>Indicator</b>	<b>SD3. The number of dwellings granted planning permission during the year.</b>
------------------	--

<b>Market housing (number of units)</b>	
<b>Authority's data</b>	85

<b>Affordable housing (number of units)</b>	
<b>Authority's data</b>	19

The ability to secure affordable housing delivery through the provision of market housing has been challenging. The number of dwellings granted includes a high proportion of applications for single dwellings, which trigger the requirement for a contribution towards affordable housing rather than an affordable housing unit. This contribution is reflected in SD07 below

<b>Indicator</b>	<b>SD4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the year.</b>
------------------	--

<b>Number of residential units (and also hectares of non-residential units) that DID NOT meet all TAN 15 tests which were GRANTED permission</b>	
<b>Authority's data</b>	0

<b>Number of residential units (and also hectares of non-residential units) that did not meet all TAN 15 tests which were REFUSED permission on flood risk grounds</b>	
<b>Authority's data</b>	0

<b>Number of residential units (and also hectares of non-residential units) that MET all TAN 15 tests which were GRANTED permission</b>	
<b>Authority's data</b>	0

**Analysis:** All applications within areas identified by Technical Advice Note 15 or Shoreline Management Plan as having potential for flooding have been screened by Natural Resources Wales (formerly by Environment Agency). No proposals have been permitted contrary to Policy 34 of the Plan. There have been two instances where proposals including the introduction or intensification of residential use have been sited in or partially in C2 flood Zones (Amroth and Saundersfoot). There has also been a further pre-application enquiry relating to a similar proposal at Amroth. In each case the Authority has expressed concern about the applications which would intensify residential or other vulnerable uses and be contrary to Policy 34 of the Local Development Plan and national planning policy as set out in Planning Policy Wales. On each occasion the approach has not been supported by Natural Resources Wales who have not raised any objections to the proposals. Authority Officers could usefully seek to clarify the advice being given by Natural Resources Wales.

**Conclusion:** The policy context set out in Technical Advice Note 15 and the Local Development Plan is being applied by Authority Officers but there appears to be a different approach being taken by Natural Resources Wales. Clarification needs to be sought.

<b>Indicator</b>	<b>SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year.</b>
------------------	---

<b>Previously developed land (hectares)</b>	
<b>Authority's data</b>	Figure not available in hectares. Please see commentary below.

<b>Greenfield land (hectares)</b>	
<b>Authority's data</b>	5.4ha

#### **Previously developed land (hectares)**

The hectares figure for previously developed land is not available.

The Local Development Plan target is 33% of the housing land supply being provided on previously developed land and 45% of the employment land on previously developed land.

Housing: 17.2% of residential units completed are on greenfield sites and 82.8% on brownfield sites when this target was considered at Plan Review. The Plan is well ahead of the target for residential development permitted. In the 2015/16 monitoring period 82.2% of housing completions were on brownfield sites and in 2016/17 85% were on brownfield sites, indicating a continuing positive trend.

Employment related uses: During 2016/17 the proportion of applications approved on greenfield sites was 23% and 77% on brown field. The target has been met.

Conclusion: No change is required in approach to achieve brownfield targets for housing or for employment related uses.

#### **Greenfield land (Hectares)**

Nineteen planning applications were approved which included the development of greenfield land during the monitoring period. This amounted to the development of 5.36ha of greenfield land.

Of the 19 applications:

- 1 was for a One Planet Development Proposal;
- 2 were for campsites, which were granted Certificates of Lawfulness;
- 4 were for agricultural workers or rural enterprise workers which met with national policy justification;
- 5 were for agricultural buildings;
- 1 was for a birds of prey attraction within an existing attraction grounds;
- 1 was a farm-diversification proposal for a new-build holiday-let;
- 3 were bases for mast structures and ancillary equipment;

- 1 was for the use of land identified as open space to be developed for visitor accommodation. The precedent was established by a previous application on this site.

Conclusion: All of the applications for development of greenfield sites met with the policies of the Local Development Plan and/or national planning policy.

<b>Indicator</b>	<b>SD6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter.</b>
------------------	---

<b>Open space lost (hectares)</b>	
<b>Authority's data</b>	0.06ha

<b>Open space gained (hectares)</b>	
<b>Authority's data</b>	0

One application was granted permission on land which had been identified in the Local Development Plan as Open Space, as it had been used for that purpose prior to the adoption of the Plan. The land was subsequently purchased and not open to the public and had no value in amenity terms as it was not generally visible from public view points. The open space assessment also found there to be adequate recreational space within the village. The land was first granted planning permission for development in 2011.

<b>Indicator</b>	<b>SD7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure.</b>
------------------	---

<b>Gained via Section 106 agreements (£)</b>	
<b>Authority's data</b>	£427,204.80

<b>Gained via Community Infrastructure Levy (£)</b>	
<b>Authority's data</b>	0

Total Contributions gained VIA Section 106 agreements	Amount	Notes
Affordable Housing	£296,451.00	This figure excludes four agreements to be calculated at £150 per sq mtr – NP/16/0435, NP/16/0673, NP/16/0642, NP/16/0141
Transportation	£5,000.00	
Education	£111,624.80	£107,240.00 of this is an approximated amount
POS	£14,129.00	
Total gained	£427,204.80	

