

Pembrokeshire Coast National Park LPA
PLANNING ANNUAL PERFORMANCE REPORT (APR)
2015-16

PREFACE

I have the pleasure of introducing the second 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 second report demonstrates that we are still achieving this.

Chairman of Pembrokeshire Coast National Park Authority – Cllr Mike James

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 614km² 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, Boshaston, 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).

8. PLANNING SERVICE

- 8.1. The Authority is organised into three key service areas which include Park Direction/Planning, Delivery/Discovery and Support Services. As detailed in Chart 1 below 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, 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 £507,000 with the budget for 2016/17 set at £518,012 a reduction of 32% over 4 years with a reduction in staffing levels of 1 fte – made up in the main with some postholders working reduced hours during this financial year, see below. (The 32% reduction relates to the budget figure of £687,000 in 2013/14 and £518,012 in 2016/17). Planning policy and other Direction functions has remained at about £250,000 each year as we have now commenced the LDP review.

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:

- Reassessment and regrading (downwards) of posts from positions in Development management – Head of DM, now a Team Leader post
- Use of consultants to address peaks in workloads including the vacancy of Head of DM for 11 months
- 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).

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 2015/16 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 is includes some of the the organisation's other training programmes for managers etc which have a bearing on the delivery of the planning service by the Authority. The Authority has taken on the Mental Health issue as one for further consideration and development of staff during 2015/6.

date	training
30.04.15	Section 106 – CIL
05.04.15	Mental Health speaker at team meeting
07.05.15	Freshwater West – policy on the ground
13.05.15	Mindfulness session
20.05.15	Wales Planning conference – Planning for a changing world
02.06.15	Move More presentation
19.06.15	Llammas site visit with DM planners
20.06.15	Stackpole centre – conservation day
8 – 9	Drawing places for chief officers

.07.15	
22.07.15	Butterfly ID
27.07.15	Drawing places conference to DM planners
17.09.15	WLGA Member/C Planner training
10.09.15	Impact Equality Day training
07.10.15	Workshop on PCNPA accessibility policy
20.10.15	Insulating older buildings
22.10.15	Mental health training
26-7. 10.15	Europarc conference – Regensburg
06.11.15	Ombudsman talk
27.1.16	LDP workshop on retail POS, employment
24.2.16	Brecon –planning software packages with DM team
3.3.16	Flood risk training with NRW
9.3.16	LDP workshop on local housing market, climate change
20.4.16	Ombudsman referred training – highway permitted development
9.5.16	Time management action learning
12-3.5.16	POSW conference
9.6.16	RTPI conference Cardiff
16.6.16	Time management action learning
30.6.16	Future Generations commissioner

- Much of this training programme is run inhouse and is a forerunner to the establishment of the West Wales RTPI Chapter. The Chapter has been fairly low key during the year so PCNPA has continued to run training for its own planning staff and invited outside organisations to training events where applicable.
- The training session on Highway Authority permitted development rights came about following a recommendation from the Ombudsman that planners and enforcement officers should be better versed in this section of permitted development rights. The session was also opened up to Members.
- 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.
- 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.
- 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.

- 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.
- With regard to actioning the recommendations we are seeking to provide 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.

9. PCNPA – the LOCAL STORY

9.1. The Local Development Plan monitoring and review section proposed a full review of the Plan at the end of the financial year 2014-2015. This work is proceeding as planned.

9.2. The 2015-6 Local Development Plan Annual Monitoring Report is available.

9.3. The Plan identifies 17 key outcomes by the end of the Plan period (i.e. 2021) and 37 indicators are grouped beneath these outcomes to test the performance of the Plan.

9.4. In summary the Plan’s targets and objectives are being met. There are issues with 6. 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

- Development of a Renewable Energy Assessment and Target Information for the Pembrokeshire Coast Local Development Plan 2008 - update underway.
- The Caravan, Camping and Chalet Landscape Capacity Assessment – completed
- Candidate site work
- Open Space Assessment update for the Local Development Plan Review.

9.7. Local pressures

- Major agricultural applications
- Caravan site survey, investigation and now consequential follow up enforcement action as necessary.

9.8. Service improvement

Working towards the corporate objectives of:

1 – The landscape, environment and culture of the National Park are conserved for current and future generations.
2 – Residents and visitors from a wide range of backgrounds enjoy, appreciate and understand the National Park.
3 – The work of the National Park Authority has a positive impact on the local economy and the well-being of residents and visitors to the National Park.
4 - The National Park Authority is recognised as meeting good practice standards in terms of governance, providing value for money and listening to the views of residents, visitors and partners.

9.9. The planning teams in both DM and Planning Policy was 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. Run a pilot in St Davids on changes to PD and its impact in the Conservation Area with a view to serving Article 4 directions in sensitive areas
7. Prepare a flow diagram (or similar) in relation to mapping the basic outline of processes for admin, applications and enforcement covering all detailed procedures
8. Commence work to improve public perception of the planning service through greater community engagement
9. To install document management project
10. 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. This has been with the assistance of consultants to fill gaps in the DM manager post. The progress towards a Document Management System has been slow but thorough with both other National Parks considering the possibilities of aligning systems in the longer term.

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

9.11. The 2015 Study shows a 1.8 years effectively available housing land supply. The 2014 study concluded that the National Park had a 2.66 year land supply. The report uses the residual method to calculate the land supply. The 2013 study concluded that the National Park had a 2.96 year land supply which had dropped from 3.5 the previous year and 3.8 in 2011.

9.12. 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 review.

9.13. To help bring sites forward the National Park Authority is continuing with the following actions:

- a) 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. Site visits undertaken in 2014 and beginning of April 2015 continue to show an increase in the level of activity on small sites and on some of the larger sites which will be recorded in the 2016 Land Availability study.
- b) 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 and will be reflected in the 2015 Land Availability Study.
- 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.

10. WHAT SERVICE USERS THINK

In 2015-16 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 68 people, 38% of whom submitted a whole or partial response. The majority of responses (50%) were from members of the public. 8% 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.

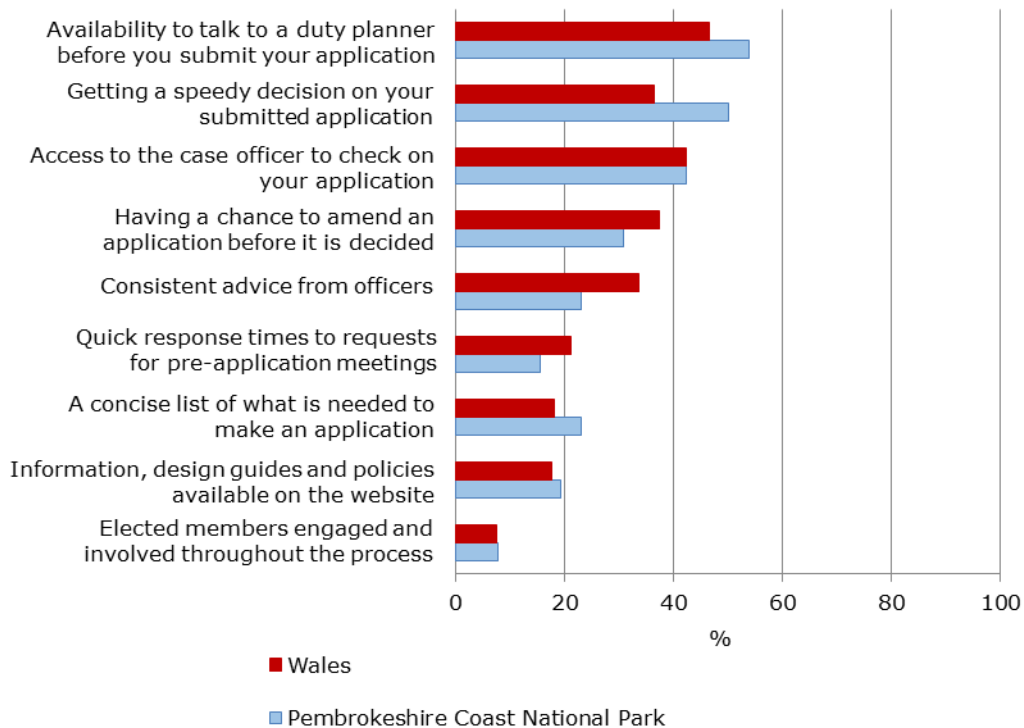
Table 1 shows the percentage of respondents that selected either 'tend to agree' or 'strongly agree' for each statement for both our planning authority and Wales.

Table 1: Percentage of respondents who agreed with each statement, 2015-16

Percentage of respondents who agreed that:	%	
	Pembrokeshire Coast National Park LPA	Wales
The LPA enforces its planning rules fairly and consistently	54	47
The LPA gave good advice to help them make a successful application	70	58
The LPA gives help throughout, including with conditions	63	49
The LPA responded promptly when they had questions	78	58
They were listened to about their application	63	57
They were kept informed about their application	63	49
They were satisfied overall with how the LPA handled their application	60	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 how often each characteristic was selected as a percentage of the total number of 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, 2015-16



Comments received include:

- "Although my own application experience has been good, it would have been very reassuring to be able to discuss the application in detail with a planning officer, during the early stages. It would be very helpful to have a meeting before the formal application to iron out any queries, on both sides. "
- "Keep up the standard."
- "I found the case officer to be most helpful, informative and unbiased. She provided sensible advice in a friendly manner and objectively managed objections."

OUR PERFORMANCE 2015-16

This section details our performance in 2015-16. It considers both the Planning Performance Framework indicators and other available data to help paint a comprehensive picture of performance. Where appropriate we make comparisons between our performance and the all Wales picture.

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

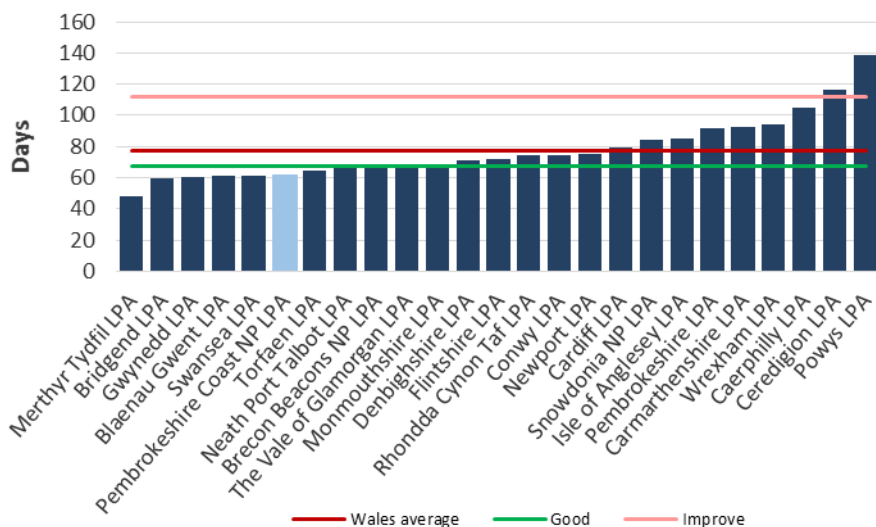
As at 31 March 2016, we were one of 22 LPAs that had a current development plan in place. (We are required to submit an Annual Monitoring Report in October 2016. This document has been prepared and submitted).

During the APR period we had 1.8 years of housing land supply identified, making us one of 17 Welsh LPAs without the required 5 years supply.

Efficiency

In 2015-16 we determined 525 planning applications, each taking, on average, 61 days (9 weeks) to determine. This compares to an average of 77 days (11 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year.

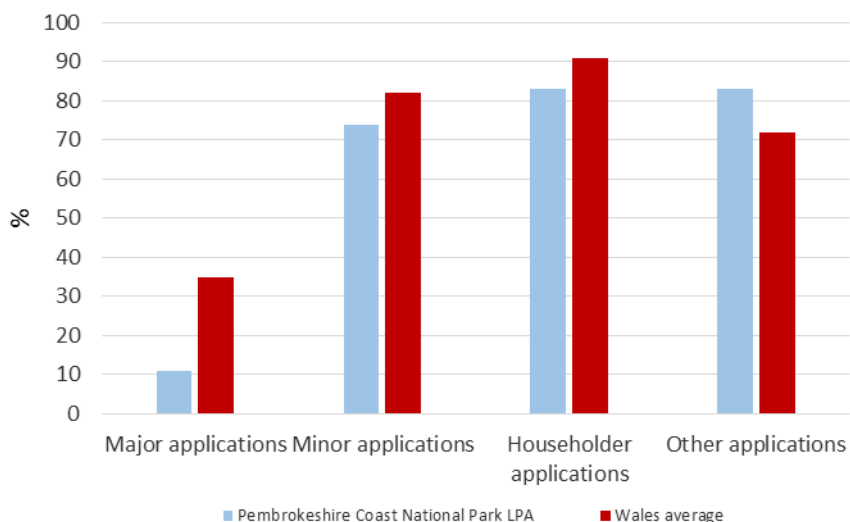
Figure 2: Average time taken (days) to determine applications, 2015-16



72% of all planning applications were determined within the required timescales. This compared to 77% across Wales and was below the 80% target. Only 8 out of 25 LPAs met the 80% target.

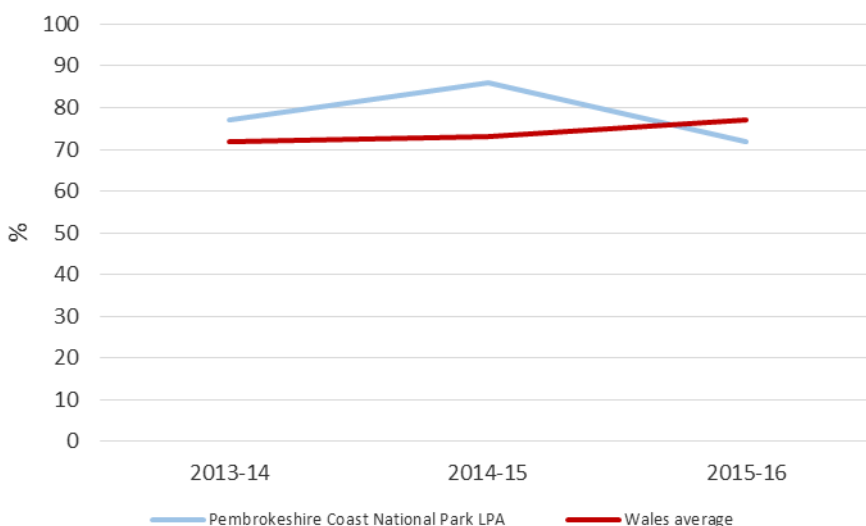
Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 83% of householder applications within the required timescales.

Figure 3: Percentage of planning applications determined within the required timescales, by type, 2015-16



Between 2014-15 and 2015-16, as Figure 4 shows, the percentage of planning applications we determined within the required timescales decreased from 86%. Wales 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 decreased;
- The number of applications we determined decreased; and

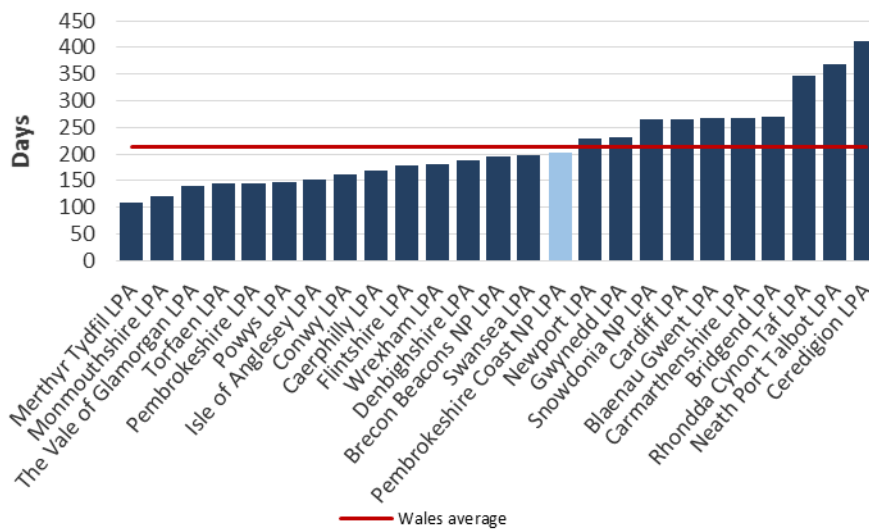
- The number of applications we approved decreased.

During the year we were without a DM manager and this lack of this key postholder would undoubtedly had had an impact on the decision making process. The position was partly filled by a consultant together with the Planning Director undertaking some of the tasks normally undertaken by this postholder.

Major applications

We determined 9 major planning applications in 2015-16, none of which were subject to an EIA. Each application took, on average, 204 days (29 weeks) to determine. As Figure 5 shows, this was shorter than the Wales average of 213 days (30 weeks).

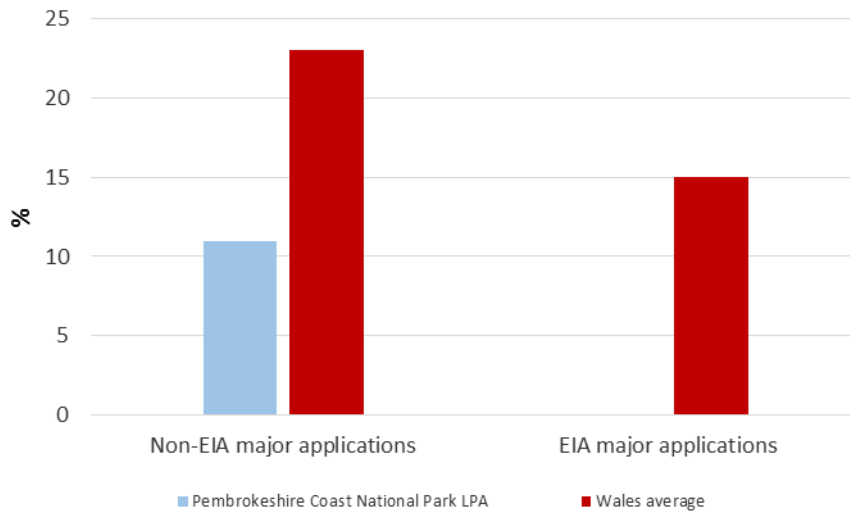
Figure 5: Average time (days) taken to determine a major application, 2015-16



11% of these major applications were determined within the required timescales, the third 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. 11% of our 'standard' major applications i.e. those not requiring an EIA, were determined within the required timescales during the year.

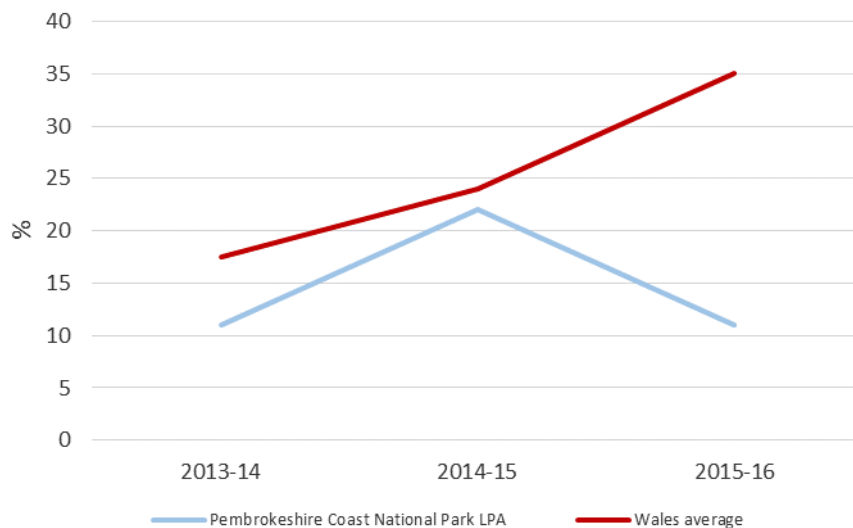
Figure 6: Percentage of Major applications determined within the required timescales during the year, by type, 2015-16



Since 2014-15 the percentage of major applications determined within the required timescales had decreased from 22%. In contrast, the number of major applications determined stayed the same as had the number of applications subject to an EIA determined during the year.

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 decreased from 87% to 74%;
- The percentage of householder applications determined within the required timescales decreased from 94% to 83%; and

- The percentage of other applications determined within required timescales decreased from 86% to 83%.

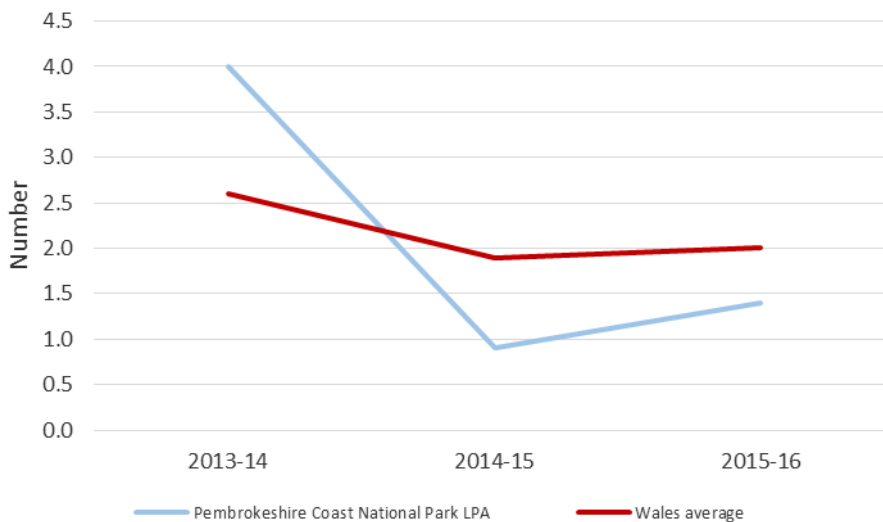
Quality

In 2015-16, our Planning Committee made 44 planning application decisions during the year, which equated to 8% of all planning applications determined. Across Wales 7% of all planning application decisions were made by planning committee.

5% of these member-made decisions went against officer advice. This compared to 9% of member-made decisions across Wales. This equated to 0.4% of all planning application decisions going against officer advice; 0.6% across Wales.

In 2015-16 we received 7 appeals against our planning decisions, which equated to 1.4 appeals for every 100 applications received. This was the fifth lowest ratio of appeals to applications in Wales. Figure 8 shows how the volume of appeals received has changed since 2014-15 and how this compares to Wales.

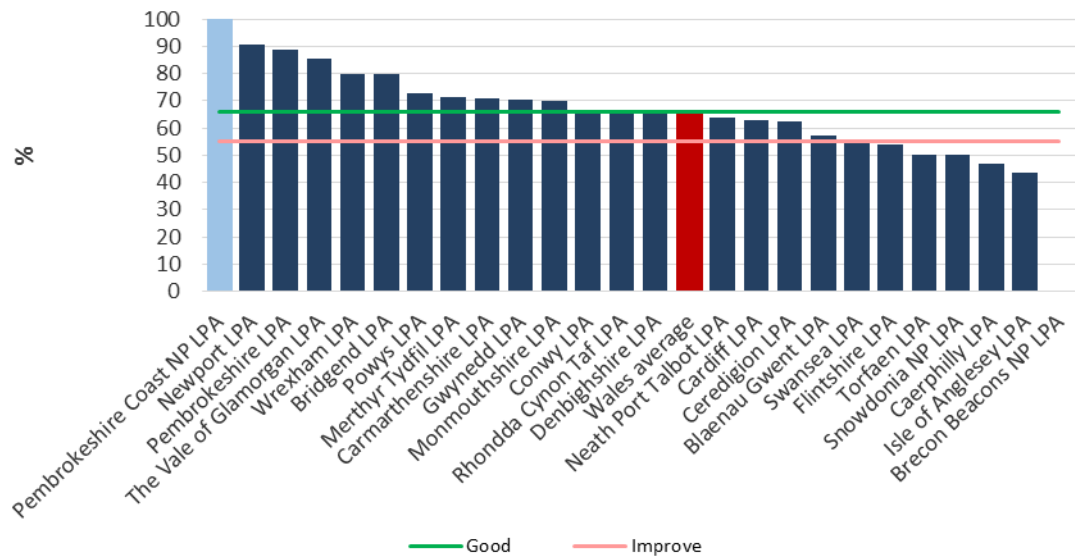
Figure 8: Number of appeals received per 100 planning applications



Over the same period the percentage of planning applications approved decreased from 95% to 94%.

Of the 3 appeals that were decided during the year, 100% were dismissed. As Figure 9 shows, this was the highest percentage of appeals dismissed in Wales and we were one of 14 LPAs that reached the 66% target.

Figure 9: Percentage of appeals dismissed, 2015-16



During 2015-16 we had no applications for costs at a section 78 appeal upheld.

Engagement

We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 2 LPAs that had a partial online register of planning applications. This limited access is inhibited to some extent by being reliant on the neighbouring Authority for providing this element of the service and the introduction of a document management system would also benefit a wider online facility. Both issues are currently being addressed.

As Table 2 shows, 70% of respondents to our 2015-16 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application.

Table 2: Feedback from our 2015-16 customer satisfaction survey

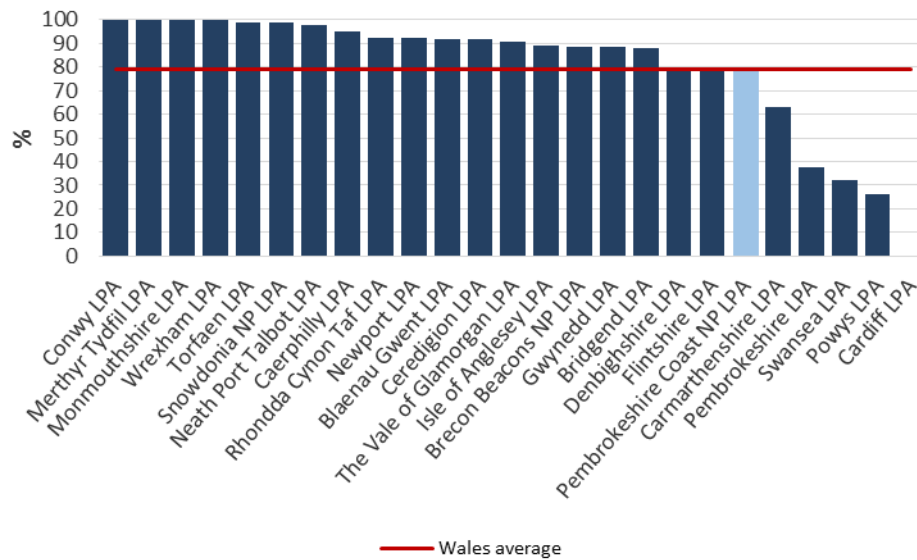
	%	
Percentage of respondents who agreed that:	Pembrokeshire Coast National Park LPA	Wales
The LPA gave good advice to help them make a successful application	70	58
They were listened to about their application	63	57

Enforcement

In 2015-16 we investigated 55 enforcement cases, which equated to 2.4 per 1,000 population. This compared to 1.9 enforcement cases investigated per 1,000 population across Wales. We took, on average, 130 days to investigate each enforcement case.

We investigated 78% of these enforcement cases within 84 days. Across Wales 79% were investigated within 84 days. Figure 10 shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPAs. The investigation of rural activities, including the '28' day rule is fraught with difficulties and establishing what can benefit from this, including the Highway Authority Permitted development is an area where we have identified that we can improve.

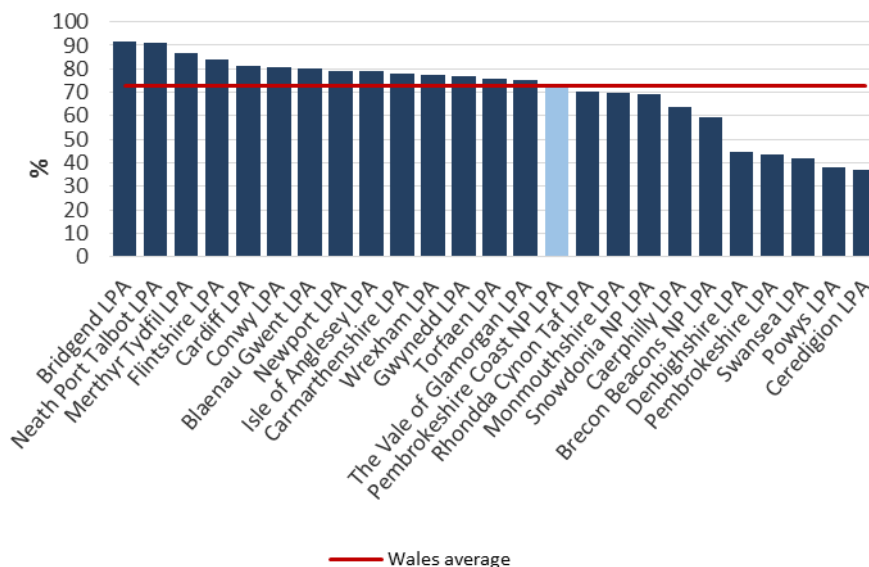
Figure 10: Percentage of enforcement cases investigated within 84 days, 2015-16



Over the same period, we resolved 64 enforcement cases, taking, on average, 332 days to resolve each case.

73% 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, 2015-16



ANNEX A - PERFORMANCE FRAMEWORK

OVERVIEW

MEASURE	GOOD	FAIR	IMPROVE
Plan making			
Is there a current Development Plan in place that is within the plan period?	Yes		No
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+
Annual Monitoring Reports produced following LDP adoption	Yes		No
The local planning authority's current housing land supply in years	>5		<5
Efficiency			
Percentage of "major" applications determined within time periods required	Not set	Not set	Not set
Average time taken to determine "major" applications in days	Not set	Not set	Not set
Percentage of all applications determined within time periods required	>80	60.1-79.9	<60
Average time taken to determine all applications in days	<67	67-111	112+
Quality			
Percentage of Member made decisions against officer advice	<5	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
Engagement			
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
Yes	Yes	Yes
47	N/A	N/A
Yes	Yes	Yes
3.9	2.7	1.8
35	22	11
213	129	204
77	86	72
77	54	61
9	6	5
66	77	100
0	0	0
Yes	Yes	Yes

MEASURE	GOOD	FAIR	IMPROVE
Does the local planning authority have an officer on duty to provide advice to members of the public?	Yes		No
Does the local planning authority's web site have an online register of planning applications, which members of the public can access, track their progress (and view their content)?	Yes	Partial	No
Enforcement			
Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	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 granted 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	Partial	Partial
Enforcement		
79	66	78
88	No Data	130
73	74	73
210	88.5	332

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
Yes, as previously mentioned, our local plan was the first in Wales to be adopted. The plan is still in time and we are currently working on its replacement.	

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 plan is adopted, and was processed within the delivery agreement and there was no deviation from the agreement. We are on target to do the same with our replacement local development plan.	

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

Authority's performance	Yes
<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 2015 and 2016 and were both approved for submission to the Welsh Government see below:</p> <p>NPA reports:</p> <p>http://www.pembrokeshirecoast.org.uk/Files/files/Committee/NPA/2015/23_09_15/49_15%20LD P%20Annual%20Monitoring%20Report.pdf</p> <p>NPA minute:</p> <p>It was RESOLVED that the 2014-15 Annual Monitoring Report for the Local Development Plan be</p>	

approved for submission to the Welsh Government by the 31st October 2015.

http://www.pembrokeshirecoast.org.uk/Files/files/Committee/NPA/2016/September%2028/49_16%20LDP%20Monitoring%20Report.pdf

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.

Indicator	04. The local planning authority's current housing land supply in years	
“Good”		“Improvement needed”
The authority has a housing land supply of more than 5 years		The authority has a housing land supply of less than 5 years

Authority's performance	1.8
<p>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 the 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. In the meantime to help bring sites forward the National Park Authority is continuing to approve 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.</p> <p>For Local Development Plan review 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.</p>	

SECTION 2 - EFFICIENCY

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

Authority's performance	11
<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 9 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 met in another way and how it impacts on the environment and landscape.</p> <p>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.</p>	

Indicator	06. Average time taken to determine "major" applications in days	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	204 days
<p>The target here has not been benchmarked however the average number of days taken to determine a major application is below the Wales average of 213 days.</p>	

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

Authority's performance	72%
The Authority 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 5 months of the reporting period. A Team Leader was appointed in July 2016 and it is anticipated that performance will improve.	

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. Whilst this is marginally more than last year's average time the Authority's performance compares extremely well against the Wales Average of 77 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	5%
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.	

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	100%
The Authority has successfully defended appeals with a success rate of 100 % which is greatly in excess of the 66% target. The Authority's performance compares extremely well against the Wales Average of 66%	

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

Authority's performance	0
The Authority has had no costs awarded against it at appeal during the reporting time period. However, the Authority successfully had a claim upheld against an applicant in the case of an aborted judicial review.	

SECTION 4 – ENGAGEMENT

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

Authority’s performance	Yes
<p>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: http://www.pembrokeshirecoast.org.uk/default.asp?PID=307</p>	

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

Authority’s performance	Yes
<p>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 particularly 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.</p>	

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

Authority's performance	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. There is also the ability to spatially search for an application using a map based system. 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. The Authority is seeking to address this limitation and have moved forward in progressing the matter and a preferred system has been identified. A budget has been allocated to provide this facility and it is recognised that it is extremely useful to the general public, the applicant, agent, other interested parties and the Authority.</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	78%
<p>The target here has not been benchmarked however percentage of enforcement cases investigated within 78 days is similar to the Wales average of 77%.</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	130 days
<p>The Authority's average time to investigate enforcement cases is above the Wales average time due in part to the fact that the Development Management section was without a manager for a period of approximately 5 months of the reporting period.</p>	

Indicator	17. Percentage of enforcement cases where enforcement action is taken or a retrospective application granted 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	73%
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The target here has not been benchmarked however the percentage of cases where enforcement action is taken or retrospective application granted is within 180 days from the start date which is in line with the Wales average of 73 %.

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	332
<p>PCNPA’s average time taken to take enforcement action was higher than the Wales average and is an increase on last year due to the length of time taken to submit and determine subsequent planning applications and the number of enforcement cases that were appealed. One of the experienced enforcement officer moved positions to become a planning officer, there was therefore a vacancy for some while. The new post holder obviously had to get up to speed with systems and the workload.</p> <p>PCNPA is committed to ensuring that the special qualities of the National Park’s landscape are maintained and respected for future generations.</p> <p>The Authority’s officers form part of the group involved in reviewing the enforcement performance indicators.</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.

Indicator	SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year.
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Granted (square metres)	
Authority's data	0

Refused (square metres)	
Authority's data	0

Employment/Mixed Uses (without market housing included): The target was to have 33% of the land allocations with permission by review stage in the Local Development Plan (end of the financial year 2014/15). This is not being achieved. 3 sites are allocated, and they 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. These sites will be reconsidered as part of the Local Development Plan revision.

Indicator	SD2. Planning permission granted for renewable and low carbon energy development during the year.
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Granted permission (number of applications)	
Authority's data	16 approvals, one refusal (17)

Granted permission (MW energy generation)	
Authority's data	0.6MW

Electricity Generation equals an estimated 7.61 Gwh if all the permissions granted since 2006 are implemented. This is an increase of 4.03 Gwh from the previous monitoring period (April 2014--March 2015). The proposals are primarily for wind turbines and photovoltaics, although the approval of a 500 Kw Anaerobic Digester has added 3.9 Gwh of potential during this monitoring period; the remaining increase of 0.4 Gwh was derived from solar photovoltaics.

Heat Generation per annum equals an estimated 4.06 Gwh primarily from solar thermal panels, this is an increase of 0.355 Gwh from the previous monitoring period (April 2014--March 2015). 0.35 Gwh of this increase is the result of an approval for the storage of fuel in connection with a new biomass boiler. The remaining 0.005 Gwh is from solar thermal panels. Despite this monitoring period, overall the anticipated applications for example for larger biomass boilers to schools have not been forthcoming. However a positive policy framework remains in place.

Indicator	SD3. The number of dwellings granted planning permission during the year.
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Market housing (number of units)	
Authority's data	29

Affordable housing (number of units)	
Authority's data	7

The ability to secure affordable housing delivery through the provision of market housing has been challenging. The test of viability of several sites has resulted in no affordable housing or the provision of a retest within the phasing of the development. Having said that the overall provision of 30% is broadly in accord with our estimated affordable housing provision taking into account the revised SPG (2014) on affordable housing.

Indicator	SD4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the year.
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Number of residential units (and also hectares of non-residential units) that DID NOT meet all TAN 15 tests which were GRANTED permission	
Authority's data	0

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

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

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.

Indicator	SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year.
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Previously developed land (hectares)	
Authority's data	1

Greenfield land (hectares)	
Authority's data	2

The majority of greenfield land granted planning permission for new developments relates directly to agricultural developments.

Indicator	SD6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter.
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Open space lost (hectares)	
Authority's data	0

Open space gained (hectares)	
Authority's data	0

There was no development which resulted in a loss of identified open space in the monitoring period.

Indicator	SD7. The total financial contributions (£) agreed from new development granted planning permission during the year for the provision of community infrastructure.
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Gained via Section 106 agreements (£)	
Authority's data	£135,537.61 but including affordable housing financial contributions totals £319,139.61*

Gained via Community Infrastructure Levy (£)	
Authority's data	0

The contributions derived from section 106 agreements is taking an upturn from last year which is indicative in an upturn in the housing market and the number of planning applications which are triggering the requirement for planning obligations.

*

Total contributions gained VIA Section 106 agreements	Amount	Notes
Affordable housing	£183,602.00	this figure excludes two agreements NP/14/0599 & NP/15/0145 - which are calculated per square metre of the dwelling/s
Transportation	£73,000.00	
Education	£21,643.89	
POS	£35,096.72	
Community	£5,797.00	
Total gained	£319,139.61	

Contributions received	Amount	Notes
Affordable housing	£44,435.00	This includes £10800.00 received from a planning consent condition not S106
POS	£5,691.36	
Total received	£50,126.36	