

# Document Pack



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**WEDNESDAY, 26 OCTOBER 2016**

**TO: ALL MEMBERS OF THE COMMUNITY SCRUTINY COMMITTEE**

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **COMMUNITY SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, 3 SPILMAN STREET, CARMARTHEN AT 10.00 AM ON THURSDAY, 3RD NOVEMBER, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

*Mark James*

**CHIEF EXECUTIVE**



PLEASE RECYCLE

<b>Democratic Officer:</b>	<b>Kevin Thomas</b>
<b>Telephone (Direct Line):</b>	<b>01267 224027</b>
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<b>Ref:</b>	<b>AD016-001</b>

# **COMMUNITY SCRUTINY COMMITTEE**

## **13 MEMBERS**

### **PLAID CYMRU GROUP – 5 MEMBERS**

- |    |                   |                     |
|----|-------------------|---------------------|
| 1. | <b>Councillor</b> | <b>J.M. Charles</b> |
| 2. | <b>Councillor</b> | <b>J.K. Howell</b>  |
| 3. | <b>Councillor</b> | <b>G.B. Thomas</b>  |
| 4. | <b>Councillor</b> | <b>D.O. Thomas</b>  |
| 5. | <b>Councillor</b> | <b>J. Tomos</b>     |

### **INDEPENDENT GROUP – 4 MEMBERS**

- |    |                   |                                 |
|----|-------------------|---------------------------------|
| 1. | <b>Councillor</b> | <b>W.R.A. Davies</b>            |
| 2. | <b>Councillor</b> | <b>H.I. Jones</b>               |
| 3. | <b>Councillor</b> | <b>H.B. Shepardson</b>          |
| 4. | <b>Councillor</b> | <b>E.G. Thomas (Vice-Chair)</b> |

### **LABOUR GROUP – 4 MEMBERS**

- |    |                   |                           |
|----|-------------------|---------------------------|
| 1. | <b>Councillor</b> | <b>D.M. Cundy (Chair)</b> |
| 2. | <b>Councillor</b> | <b>S.L. Davies</b>        |
| 3. | <b>Councillor</b> | <b>T. Devichand</b>       |
| 4. | <b>Councillor</b> | <b>S. Matthews</b>        |

# AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTERESTS
3. DECLARATION OF PROHIBITED PARTY WHIPS
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. FORTHCOMING ITEMS 5 - 6
6. TRANSFORM, INNOVATE & CHANGE (TIC) - PROGRAMME UPDATE 7 - 10
7. ANNUAL PERFORMANCE REPORT 2016 (PLANNING) 11 - 68
8. ANNUAL MONITORING REPORT 2015/16 - CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 69 - 200
9. REVIEW OF ACCESS TO SOCIAL HOUSING POLICY 201 - 234
10. REVENUE & CAPITAL BUDGET MONITORING REPORT 2016/17 235 - 258
11. HALF-YEARLY COMPLAINTS AND COMPLIMENTS REPORT - 1ST APRIL TO 30TH SEPTEMBER 2016 259 - 284
12. COMMUNITY SCRUTINY COMMITTEE ACTIONS AND REFERRALS UPDATE 285 - 290
13. EXPLANATION FOR NON SUBMISSION REPORT OF SCRUTINY REPORT 291 - 292
14. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THE 29TH SEPTEMBER, 2016 293 - 302



# COMMUNITY SCRUTINY COMMITTEE

## 3<sup>RD</sup> NOVEMBER 2016

**Forthcoming items for next meeting –  
Monday 5<sup>th</sup> December 2016**

Discussion Topic	Background
Revenue Budget Consultation	This report will provide members with an opportunity to consider and comment on the budget settlement, the relevant departmental service budgets and efficiency savings proposals.
Capital Budget Consultation	This report will provide members with an opportunity to consider and comment on the draft five-year capital programme.
Environment/Communities Business Plans 2017/18	This report will provide members with detail of how the relevant Divisions within the Committee's remit will provide their services through the setting of objectives, actions and targets via the business planning process.



# COMMUNITY SCRUTINY COMMITTEE

## 3<sup>rd</sup> NOVEMBER 2016

### Transform, Innovate & Change (TIC) Programme Update

#### To consider and comment on the following issues:

- To consider and comment on the TIC Programme update and the specific projects supported by the TIC Team in services within the Committee's remit.

#### Reasons:

- This item provides an opportunity to reflect on the work of the TIC Programme over the last year and to report on outcomes achieved thus far in services within the Committee's remit.
- Relevant updates will be provided at the other scrutiny committees during the autumn.

**To be referred to the Executive Board / Council for decision: NO**

#### Executive Board Member Portfolio Holder:

Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)

<p><b>Directorate:</b> Communities</p> <p><b>Name of Head of Service:</b> Robin Staines</p> <p><b>Report Author:</b> Jon Owen</p>	<p><b>Designations:</b></p> <p>Head of Housing &amp; Public Protection (TIC Head of Service Lead)</p> <p>TIC Programme Manager</p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p> <p>01267 222960 <a href="mailto:rstaines@carmarthenshire.gov.uk">rstaines@carmarthenshire.gov.uk</a></p> <p>01267 224522 <a href="mailto:jowen@carmarthenshire.gov.uk">jowen@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 3<sup>rd</sup> NOVEMBER 2016

## Transform, Innovate & Change (TIC) Programme Update

The 'Transform, Innovate and Change' programme was launched in response to the significant financial challenges being faced by the Council. A dedicated team has been established to support a programme of radical and transformational change across the Council, and to seek opportunities to drive out waste and inefficiency by delivering more purposeful services.

The benefits of the TIC approach are being realised as many of the projects have started to deliver significant improvements in terms of service quality, customer experience and financial efficiencies. To date, the TIC approach has assisted in identifying or is helping to deliver approximately £6.4m of efficiency savings.

A short presentation will be provided at the meeting with examples of projects that the Team has supported in services that are within the Committee's remit.

**DETAILED REPORT ATTACHED?**

**NO**



## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

**Signed: Robin Staines      Head of Housing & Public Protection (TIC Head of Service Lead)**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>NONE</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

**3. Finance** – The benefits of the TIC approach are being realised as many of the projects have started to deliver significant improvements in terms of service quality, customer experience and financial efficiencies. To date, the TIC approach has assisted in identifying, or is helping to deliver, approximately £6.4m of efficiency savings.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

**Signed: Robin Staines      Head of Housing & Public Protection (TIC Head of Service Lead)**

1. Local Member(s) – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations – N/A

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Transform, Innovate & Change (TIC) Programme Annual Report 2015/16 and Business Plan 2016/17 (Policy & Resources Scrutiny Committee – 14th July 2016)	<p><b>Summary:</b>  <a href="http://democracy.carmarthenshire.gov.wales/documents/s7388/Summary.pdf">http://democracy.carmarthenshire.gov.wales/documents/s7388/Summary.pdf</a></p> <p><b>Report:</b>  <a href="http://democracy.carmarthenshire.gov.wales/documents/s7385/Report.pdf">http://democracy.carmarthenshire.gov.wales/documents/s7385/Report.pdf</a></p>



## Community Scrutiny Committee 3 November 2016

### ANNUAL PERFORMANCE REPORT 2016 (PLANNING)

#### To consider and comment on the following issues:

The Authority's second Annual Performance Report for Planning, as required for submission to Welsh Government by 31 October each year.

#### Reasons:

For the Committee's Information

To be referred to the Executive Board / Council for decision: NO

#### EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Directorate

Environment

Name of Head of Service:

Llinos Quelch

Report Author:

Nia Stokes

Designations:

Head of Planning

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# Community Scrutiny Committee

## 3 November 2016

### Annual Performance Report 2016 (Planning)

As part of the "[Positive Planning](#)" consultation in December 2013, the Welsh Government (WG) consulted on a series of proposals for measuring the performance of key stakeholders in the planning service. The Planning Performance Framework table, which was adopted in November 2014, reports the performance of local planning authorities (LPAs) against indicators and targets set by the WG. It categorises the LPA's performance against them into one of three performance bands of: Improve (red)/ Fair (amber)/Good (green).

It is a requirement to submit APRs by 31 October annually to the WG.

The second round of APRs are due for submission to the WG by 31 October 2016.

Some of the indicators set out in the Framework by WG are not currently subject to specific targets – these remain to be set by WG in the coming year. Where this is the case, the target is described as "to be benchmarked". These targets will be set by WG in the coming year. Additionally other targets and indicators could also be the subject of review prior to the 2016/17 Review.

A draft of the APR is attached for information.

**DETAILED REPORT ATTACHED ?**

**YES**

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Llinos Quelch Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

### 2. Legal

Following adoption of the Performance Framework indicators by Welsh Government in November 2014, Local Authorities are required to submit an annual Performance Report every October. The second reports are due for submission by 31 October 2016.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Llinos Quelch Head of Planning

#### 1. Local Member(s)

Not applicable.

#### 2. Community / Town Council

Not applicable.

#### 3. Relevant Partners

Not applicable.

#### 4. Staff Side Representatives and other Organisations

Not applicable.

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THERE ARE NONE**

Title of Document	File Ref No.	Locations that the papers are available for public inspection

# **Carmarthenshire Local Planning Authority**

## **PLANNING ANNUAL PERFORMANCE REPORT 2016**

**(Reporting period April 2015 – March 2016)**



## **PREFACE**

I am delighted to introduce the second Annual Performance Report for Carmarthenshire County Council's Planning Service, a service which plays a key role in delivering Council priorities, which will cover every aspect of people's lives. I fully welcome the Planning Annual Performance Report (APR), as it captures the ongoing work being carried out on improving performance and will form a basis for year-on-year analysis.

Good planning is at the heart of what we are about as a Council, making good, safe places for our residents to live, work and enjoy their leisure time in. The planning service can help in delivering these aims whilst generating growth in the economy and protecting our natural habitats. With the adoption of the Planning (Wales) Act in July 2015, and the introduction of the numerous and significant pieces of secondary legislation that follows, this is a landmark year for Planning in Wales and this Council will be embracing the move towards positive planning that the Act prescribes.



**Councillor Mair Stephens**  
**Executive Board Member for HR, Efficiencies and Collaboration**



## CONTEXT

### Introduction

The purpose of this Annual Performance Report is to set out the planning context within which the Local Planning Authority within Carmarthenshire operates, both corporately and in terms of Carmarthenshire as a county, for 2015/16. The report excludes parts of the County covered by Brecon Beacons National Park Authority, as they have their own Development Management function and Local Development Plan, and will have prepared their own Annual Performance Report for the same period.

### The County

Carmarthenshire is a diverse County with the agricultural economy and landscape of the rural areas sitting side by side with the urban and industrial south-eastern area. However, as a primarily rural County, the population density is low at 75.7 persons per sq. kilometre, compared with 140 persons per sq. kilometre for Wales as a whole. This scarcity of population is more apparent in rural Carmarthenshire than it is in the south and east of the County where 65% of the population reside on 35% of the land.

The main urban centres of the County include Llanelli, Ammanford/Cross Hands and Carmarthen with the former representing historically important industrial centres within the South eastern area. The historic market town of Carmarthen, sitting at the gateway to west Wales and due to its central geographic location, typically serves the needs of the County's rural hinterland and beyond. The County's other large settlements vary in size and many of them make notable contributions to the needs and requirements of their community and the surrounding area. These are supplemented by a number of rural villages and settlements which are self-sufficient in terms of facilities and services; however, many other smaller settlements lack services and facilities. The needs of residents in these latter areas are typically met by neighbouring settlements.

The adopted Local Development Plan (LDP) builds upon the spatial characteristics and diversity of the County and its communities and seeks to consolidate the existing spatial settlement pattern and previous development plan frameworks, whilst continuing to reflect and promote sustainability. It seeks to implement a land use framework which reflects and promotes accessibility to essential services and facilities, thus reducing the need to travel and improving social inclusion. It represents a plan-led approach based firmly upon the existing spatial context aimed at achieving viable, self-supporting settlements and sustainable rural communities. This allows for the potential consolidation of existing facilities and provides for the support, retention and continued provision of viable facilities, services and employment opportunities at accessible and appropriate locations. It also enables the further development of sustainable local economies and facilitates regeneration opportunities.

The County's strategic importance is confirmed by the fact that it is situated within three areas identified in the Wales Spatial Plan (WSP):

- Pembrokeshire - The Haven;
- Swansea Bay - Waterfront and the Western Valleys; and
- Central Wales.

The Swansea Bay City Region encompasses the Council areas of Pembrokeshire, Carmarthenshire, City and County of Swansea and Neath Port Talbot. It brings together business, local government and a range of other partners, working towards creating economic prosperity for the people who live and work in our City Region. The Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030 sets out the strategic framework for the region aimed at supporting the area's development over the coming decades. The LDP, in recognising the role of Carmarthenshire, makes provision through its policies and proposals for employment development (including regeneration), with the economy an important component of the Plan's Strategy. The emerging role of the City Region will be a consideration to ensuring the continued compatibility of the approaches in each County in terms of the strategic context of the Region.

#### Planning background

The Carmarthenshire Local Development Plan (LDP) was adopted on 10 December 2014, and sets out the spatial vision for the future of Carmarthenshire (excluding that area within the Brecon Beacons National Park which has its own LDP), along with a framework for the distribution and delivery of growth and development. It sets out land-use planning policies and proposals for the future across Carmarthenshire and forms the basis for the determination of planning applications and in guiding future opportunities for investment and growth.

LDP policies include land-use allocations for different types of development (i.e. housing, employment, retailing, education, open space, built and natural environment etc.) as well as criteria for assessing individual proposals. The LDP has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners. The LDP will guide development up to 2021, and will be monitored in accordance with the monitoring framework set out in that Plan and reviewed, as required.

The first Annual Monitoring Report (AMR) on the LDP is being prepared to see how the LDP is actually working in practice. This first report will be submitted to the Welsh Government and published on the Carmarthenshire County Council website by 31 October 2016. This process will be repeated from now on and submitted to Welsh Government in October of each year. By the second and third year AMR's, trends and patterns should start to appear in the information collected which will assist the Council in deciding whether any changes to the Plan are necessary and if so when such changes should be pursued.

#### Planning and the community strategy and wider strategic and operational activity of the Council

Carmarthenshire's [Integrated Community Strategy](#) (ICS) sets out a vision for the County from 2011 to 2016. A variety of organisations from all sectors in Carmarthenshire worked

together through the Local Service Board to develop this Strategy which will try to address the challenges facing the County in the next few years. The Strategy sets a clear direction for the Council's actions and describes the commitment made by all partners in the County. The Vision is for a: **“Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities.”**

The ICS sets out strategic outcomes that communicate drivers and aspirations for Carmarthenshire, thus:

- People in Carmarthenshire are healthier;
- People in Carmarthenshire fulfil their learning potential;
- People who live, work and visit Carmarthenshire are safe and feel safer;
- Carmarthenshire's communities and environment are sustainable; and,
- Carmarthenshire has a stronger and more prosperous economy.

There is a synergy between the LDP and the ICS. The Vision of the LDP is closely aligned to that of the ICS, with the LDP vision providing the spatial dimension of that common vision. The synergy between the documents is exemplified through the commitment in both to a sustainable Carmarthenshire with the LDP providing a land use expression to this objective.

The emergence and implications of the Wellbeing and Future Generations (Wales) Act 2015 will need to be monitored to ensure continuity of purpose and content between future iterations of both documents. These ways of working will continue to look to the long term, taking an integrated approach, working with others.

Over the next few years, Wellbeing Plans will replace the ICS and will provide part of the evidence base and context for future LDPs and any Strategic Development Plans. The LDP will remain a key tool to deliver Wellbeing Plans and there are clear advantages in terms of efficiency, engagement and outcomes to undertake both processes together. The progression towards Wellbeing Plans and the recent transfer from the Local Service Board to Public Service Board will be considered within subsequent AMRs to ensure the continued alignment of these two core Plans.

The LDP also works hand in hand with other corporate plans and strategies to achieve sustainable outcomes. Many of these strategies have a common sustainability agenda. Some of these strategies include:

- Carmarthenshire Housing Strategy: People Homes and Communities;
- Transformations: Strategic Regeneration Plan for Carmarthenshire: 2015-2030;
- Carmarthenshire Local Biodiversity Action Plan (LBAP) and Review;
- Joint Transport Plan for South West Wales: 2015 - 2020;
- South Wales Regional Aggregates Working Party - Regional Technical Statement;
- Open All Year – A Tourism Strategy for South West Wales;
- Carmarthenshire Rural Development Plan;
- Gypsy and Traveller Community Strategy for Carmarthenshire County Council;
- Local Housing Market Assessment, Carmarthenshire County Council;
- County Council Corporate Plan 2014-2017.

In addition to working with partners within the County, liaison with neighbouring authorities has and remains a key feature across the South West Wales region playing an important role in the LDP's preparatory process and also in taking forward the many new implications emerging from the Planning Act (Wales) 2015. The Council has had regular contact with neighbouring authorities, both individually and collectively at regional level (through the South West Wales Regional Planning Group, which include Brecon Beacons National Park Authority, City and County of Swansea, Pembrokeshire, Ceredigion, Powys and Neath Port Talbot), to ensure alignment between respective LDPs. Certain factors preclude complete conformity, but constructive discussions and shared information and experience has minimised the risk of conflicting policies, and ensured an appropriate level of integration.

Work is ongoing on assessing the feasibility of introducing a Community Infrastructure Levy (CIL); the Planning Act 2008 and the CIL Regulations 2010 have introduced the opportunity to implement this new regime for funding infrastructure to support new development.

Introduction of CIL is not a mandatory requirement for Local Authorities. However, the new legislation effectively scales back the scope of Section 106 legal agreements, limiting them to affordable housing and 'on site' mitigation measures only. Therefore, if Carmarthenshire does not implement CIL, the Council will potentially lose out on collecting contributions from developers to fund vital infrastructure.

The District Valuers Service (DVS) have been commissioned to undertake a viability study to inform the deliberations of adopting a CIL Charging Schedule. The study will provide an evidence base of land, sales and rental values, construction costs and development viability for a range of land uses across Carmarthenshire (excluding the Brecon Beacons National Park area). This will form key evidence in informing the Council in considering whether the introduction of CIL would be viable in Carmarthenshire. The viability assessment is a central element of the CIL evidence base and will inform further evidence including an infrastructure delivery plan and the Preliminary and Draft Charging Schedule. Consultation on the Preliminary and Draft Schedule, Viability Report and Infrastructure evidence is taking place during Autumn 2016, with reporting back to Council to occur later in the year.

#### Existing and previous major influences on land use

The County is characterised by a rural and urban split which typifies the variability within settlements and their historic and future roles. This is exemplified by the predominately South Eastern urban areas and their post-industrial needs in terms of regeneration. The challenges faced by such settlements are often of a marked difference in terms of scale to those of rural areas which face separate challenges in respect of depopulation and changes within the agricultural industry. This encapsulates the diversity of Carmarthenshire's communities and settlements which are diverse in character, scale and role with a settlement's size not always reflective of its role. In this respect the distribution of opportunities for growth based on its position within the LDP hierarchy could not be predicated on a simplistic interpretation of distribution where growth is provided, for example across all tier 3 settlements (as defined by the LDP) on an equal basis. Indeed this equally applies within the Growth Areas (as defined by the LDP) where each has manifestly different issues and considerations underpinning potential for growth but within the context of their importance in strategic terms and the function they perform.

There are a number of considerations that affect the suitability of land for development across the County, notably flooding (many of the larger towns are situated adjacent to the sea and/or rivers) and nature conservation and designations (notably Llanelli/Burry Port and Cross Hands). Furthermore, there are a number of social considerations including areas of linguistic interest in terms of the Welsh language – notably within the Gwendraeth and Amman Valleys which need to be taken into account in looking at the suitability of developments being proposed and their potential impacts.

The significance of addressing the challenges of location and sustainability facing certain rural communities has been recognised through the LDP and its suitable settlement hierarchy. The various exceptions policies included in the LDP seek to ensure that organic and sustainable growth in such rural areas is where appropriate achievable.

#### Historic/landscape setting of the area, including Sites of Special Scientific Interest, conservation areas etc.

The richness of Carmarthenshire's natural, built and cultural environment is an important spatial consideration in planning for the future of the County, particularly in terms of the potential for growth and the sympathetic siting of development. The County includes sites designated at the international level to protect and enhance important nature conservation value, as well as striking landscapes and distinctive historic towns and villages. The importance of the County's built heritage is borne out by the 27 conservation areas designated within its settlements, 470 Scheduled Ancient Monuments (ranging from Prehistoric to post- Medieval/Modern features of cultural historic interest) and the large number of listed buildings. There are also a number of designated sites for nature conservation and biodiversity importance, including 7 Special Areas of Conservation, 3 Special Protection Areas, 1 Ramsar site (Burry Inlet), 82 Sites of Special Scientific Interest, 5 National Nature Reserves, 5 Local Nature Reserves and 7 registered landscapes.

#### Population change and influence on Planning matters

The 2011 Census identified the population of Carmarthenshire at 183,777 with 78,829 households.

Between the 2001 and 2011 Censuses, Carmarthenshire saw an increase of 11,070 in its population and an increase in households of 5,781. During the same period the housing stock rose by 6,969 dwellings. The current spread of population and households across the County broadly reflects the current urban form and established communities,

In preparing its LDP, the Council developed a revised scenario for population and household change. This used up dated evidence to derive the assumptions on future migration streams, but struck a balance between the very high net migration experienced mid-decade, the situation in 2009, which recorded the lowest net-migration to Carmarthenshire since 1993, along with all available and published data sources since the Welsh Government 2008-based projections. Consideration was given to the implications of the Welsh Government 2011-based Local Authority household projections and the projected reduction outlined within the 2011-based household projections against the strategic context of the LDP and its objectives. The Plan consequently is based on growth aspirations with an identified housing requirement of 15,197 dwellings over the plan period.



## **PLANNING SERVICE**

### The Service and its location within the Council

Carmarthenshire County Council consists of six Departments who report directly to the Chief Executive. Each Department is responsible for a number of Services, with each service area having a Head of Service.

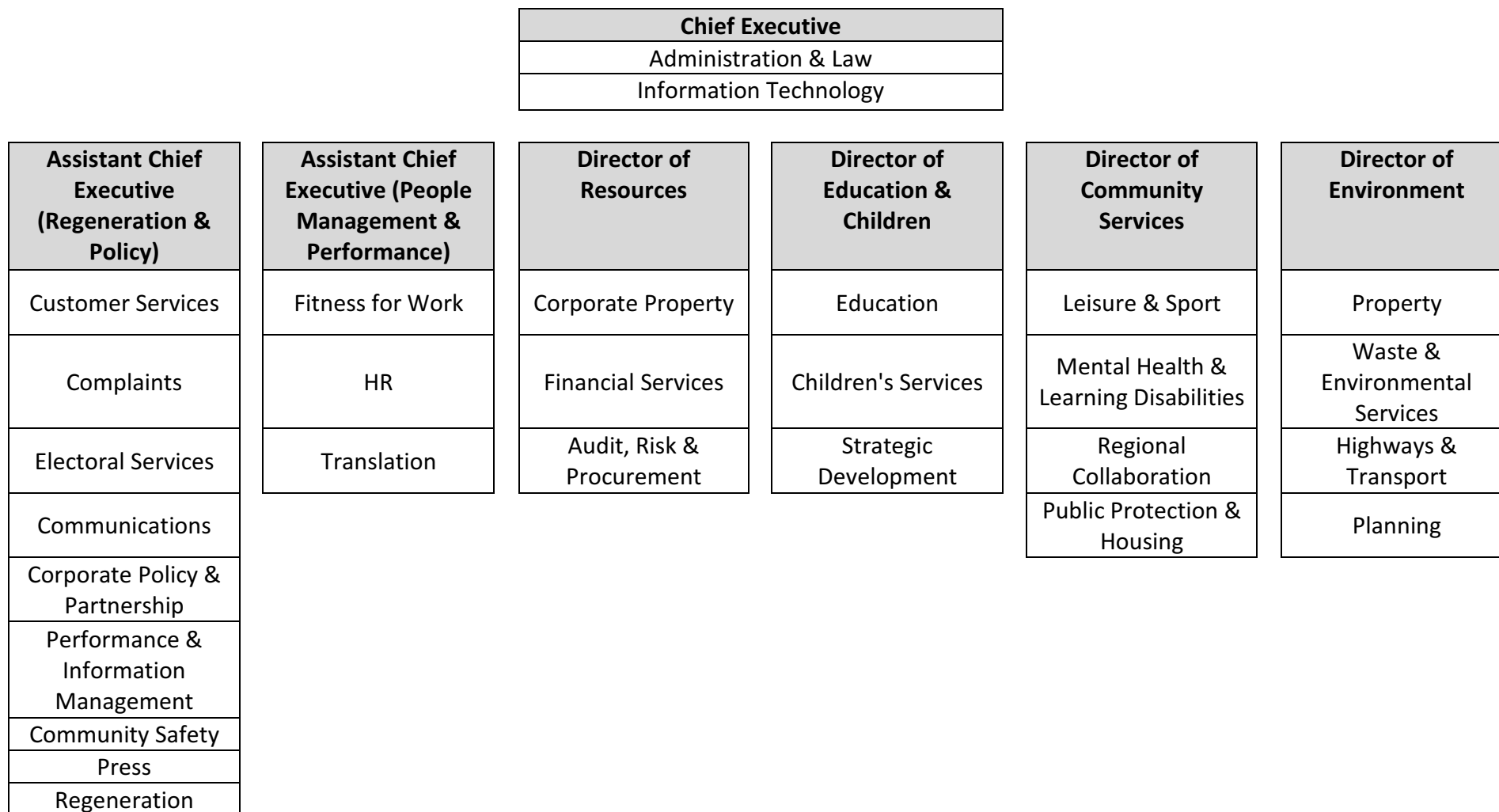
The Corporate structure for Carmarthenshire County Council can be seen in Figure 1.

The Planning Service relocated to the Environment Department on 1 April 2015, with both a new Director of Environment and Head of Planning appointed during the 2015/2016 financial year. The relocation of the Planning Service means that it is now within the same Department as Highways and Transport, Property and Waste & Environmental Services. The Head of Planning reports directly to the Director of Environment.

Further changes to the structure of the Environment Department will be undertaken within 2016/17, with realignments between the services with regard to some function. These changes will not have a direct effect on the Planning Service.

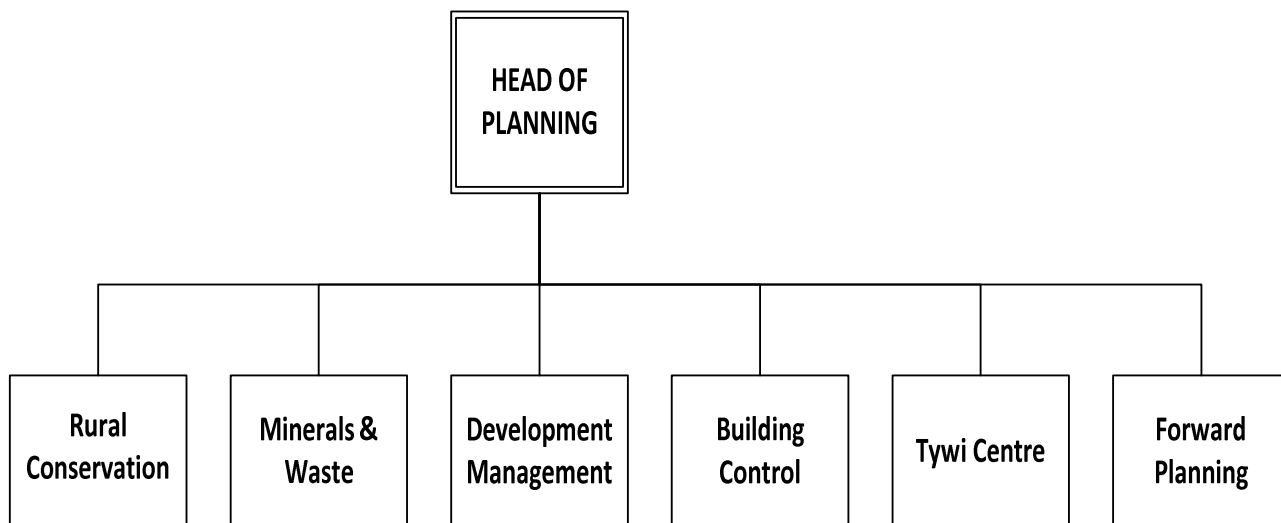
Figure 2 below sets out the structure of the Planning Service. As can be seen the Service is split into six separate functions (business units), each with a Business Manager and all reporting directly to the Head of Planning.

**Figure 1: Carmarthenshire County Council Corporate Structure**





**Figure 2: Planning Service Structure**



The Planning Service is located at Carmarthen, Llanelli and Llandeilo, occupying six separate sites in total as follows:

**Head of Planning**

The Head of Planning, plus 2 support staff, is located at Spilman Street, Carmarthen.

**Rural Conservation**

The Rural Conservation Team is primarily based at Carmarthen (Spilman Street) and Llandeilo (Civic Offices). The Team also has representation near Cross Hands in terms of the Management of the Caeau Mynydd Mawr project. One officer is also currently based at the Llanelli Office at least part of the week.

**Minerals and Waste**

The Minerals and Waste Team have their base at Llandeilo, within the Civic Offices - although they are largely site based due to the nature of their duties which includes undertaking the Minerals and Waste function for a number of South West Wales LPAs.

**Development Management**

Development Management, which includes Planning Enforcement, Ecology and Built Conservation, currently have three separate teams. These teams are located at Ty Elwyn, Llanelli as well as Spilman Street, Carmarthen and Civic Offices, Llandeilo. This means that the County is currently split into East, South and West teams. The administrative hub for the registration of all planning applications and data management is undertaken at Civic Offices, Llandeilo. Although all three Teams have Development Management Officers and Enforcement Officers the Teams share between them the services of one Built Conservation Officer and one Ecologist.

**Building Control**

Building Control also have presence in three locations, which are Ty Elwyn, Llanelli, Civic Offices, Llandeilo and St David's Park, Carmarthen, with St David's Park being the base for plan vetting and all administrative functions. The advantages of co-locating Building Control

and the Development Management Teams is widely acknowledged by the Llanelli and Llandeilo Officers. Discussions are therefore now underway to relocate the Officers based at St David's Park to Spilman Street. The discussion also extends to the Team's support staff with Spilman Street or Civic Offices, Llandeilo currently being looked at in terms of a relocation for later this year.

### Canolfan Tywi Centre

The Canolfan Tywi Centre promotes Bulit Heritage, and its vision is to create a future where the land, buildings and culture of West Wales are better understood, enjoyed and sensitively maintained. The Canolfan Tywi Centre project's aim is to work to make the County's heritage more understandable, more accessible and fully integrated into people's daily lives. The team of 4 staff are based at the National Trust Offices, Dinefwr Farm, Llandeilo.

### **Forward Planning**

Forward Planning is the only function entirely located at Spilman Street, Carmarthen.

### Wider organisational activities impacting on the service

The Service has identified Priority Based Budgeting (PBB) savings for a three year period of some £200,000 for the next three years (2016 – 2019), having already made savings over the period 2013/15 with 8 FTE staff being lost as a result of severance.

The Development Management Unit underwent an internal review process in 2015, with an emphasis of challenge being introduced through Systems Thinking. This has resulted in a redesigned service/system delivery, and is now being rolled out to other areas within the Service - Minerals and Waste. This review process includes the capacity for challenge and further examination on a regular basis, to ensure that the system and service remain up to date and relevant. The general principles underlying this include the need for early engagement and stress the importance of building quality into submissions at as early a stage as possible. It is noted that this resonates with some of the basic tenets of the Positive Planning agenda of Welsh Government. The service area is also developing its own suite of monitoring measures, with a view to better evidencing quality in the process and being able to understand the customer 'end to end' experience. In addition to the above qualitative aspects, it is anticipated that this will realise further financial savings. Some of the savings to date have been achieved through changes such as a move to a more paperless way of working which has reduced printing and copying costs. The full impact will be evaluated as the new systems roll out further.

The Minerals and Waste team has, for a number of years now, established service level agreements with several other Local Authorities (LAs) in West Wales. The Local Authorities are:

- Pembrokeshire Coast National Park Authority;
- Pembrokeshire County Council;
- Brecon Beacons National Park Authority;
- Powys County Council;
- Merthyr Tydfil County Borough Council;

- Vale of Glamorgan Council; and
- Neath Port Talbot County Borough Council

These vary in format but include all of, or a combination of those LAs monitoring, planning applications and enforcement needs in relation to Minerals and Waste matters.

In addition, the Development Management enforcement function has also been subject of an internal review, in the form of a Member-led Scrutiny Committee Review. This resulted in numerous recommendations being made in terms of how the County Council operates its Planning Enforcement function, particularly in areas where there is a potential overlap with regulatory powers under other legislation. A multi-disciplinary group has now been set up which meets quarterly and is chaired with the Executive Board Member who has responsibility regarding all enforcement matters.

The Planning Service has procured and recently appointed a provider for the development of a new 'back office' system that is cloud based. This new system should provide greater flexibility and provide opportunities for bespoke development to be undertaken in-house. The system also offers a more focussed opportunity for performance measurement. This new system should be in place by 2017/2018.

Additionally, the County Council's electronic data management system (EDMS), known as Information@Work, is being reviewed with greater opportunity being provided for the sharing of information on a cross departmental basis. This would better inform and support the Development Team approach to dealing with major development proposals that are being introduced within the County. The intention is, subject to safeguards, to extend this to external agencies such as Natural Resources Wales, with a view to, for example, better informing consideration of development proposals.

October 2015 saw the first fee increase in relation to planning applications in Wales for a number of years – however the fees only go part way to cost recovery.

On 16 March 2016, fees were introduced for Pre-application advice across Wales; the fees vary depending on the size and scale of the proposed development. Further details can be found at <http://www.carmarthenshire.gov.wales/home/residents/planning/planning-applications/pre-application-service/#.V6xZcU2V IU>. The impact of these new pre application fees on the application process will need to be monitored during 2016/17. Only larger planning applications are required to go down the pre application process, though others can also chose to do so if they so wish. The Council has political support for introducing a charging schedule for a discretionary pre-application service, and this will be further considered during 2016/17, with an additional charging schedule for Developments of National Significance currently being progressed.

New Building Control fees for Carmarthenshire will also be introduced during 2016/2017, to enable fairer and more transparent setting of charges based upon the principle of cost recovery. By relating charges to estimates of actual work, and the cost of providing the services, through professional and administrative staff, the fee schedule will be able to more closely follow commercial models for estimating and charging for services which should improve the competitiveness of the Local Authority Building Control in the marketplace and provide more direct competition with approved inspectors.

2015/2016 also saw the passing of a large number of secondary legislations to support the new Planning Act (Wales) by Welsh Government (WG) which was introduced in 2015. The 'package' as a whole is geared towards changing the culture of Local Planning Authorities to being perceived as enabling organisations that are able to produce positive and pragmatic decisions in a timely manner. A key element of this is the role played by colleague departments within the County Council, with an emphasis placed on early involvement of the Planning Service, and also ensuring that consultations on planning applications are providing a positive and substantive response within a specified timescale. Officers have been engaged in disseminating the current understanding in relation to these new requirements both within the Council (colleagues and Local Members) and also externally with agents and developers. The full impact of these changes is yet to be understood with most changes having only been introduced during March 2016.

Operating budget:

The actual Planning Application fee income against that budgeted is indicated Table 1 below. The Planning Service retains its fee income, although, as the figures below show, there is a discrepancy between the budgeted income and the actual. This is a key factor when setting the annual operating budget.

**Table 1: Budgeted and Actual Income re: Planning Fees**

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Budgeted income					£1,194,630	
Actual Income	£1,375,178	£869,096	£965,491	£830,881	£876,801	

**Further comments to be inserted by Head of Planning, as well as confirmation of income figures.**

Staffing:

The **Development Management (DM)** Unit within the Planning Service is managed by a Development Management Manager, who has direct line management responsibility for three Senior Development Management Officers (SDMO). The Unit currently operates out of three office locations - Carmarthen, Llanelli, and Llandeilo - with the SDMOs leading the teams in these areas. In total, the teams have 10 Development Management Officers (DMO), in addition to 2 Development Management Assistants (DMA) (one DMA post is currently vacant and the other is currently working within the Minerals and Waste Team). The DMA posts are fixed term appointments where the Council provide training (normally post graduate) opportunities. These are posts that have been operated for a number of years, and three of the current DMOs have graduated up from these DMA positions.

There is a full time Ecologist who spends the majority of their time commenting on planning applications and inputting to planning policy. The Ecologist is based in Spilman Street, Carmarthen.

The Development Management Manager also has responsibility for an Enforcement team of four officers, and also has one Conservation Officer (previously having been 3) and one Conservation Enforcement Officer.

The DM function is given technical support by a team headed by the Information Management Officer (IMO). This support is in the form of registration of applications, updating of databases/GIS, scanning of information/plans, in addition to them undertaking Land Searches. The team is also responsible for all Planning-related IT development and website maintenance and updating. Under the IMO there are 5 Registration/Searches Officers, in addition to 2.6 FTE Data Support Assistants.

The DM team currently receives administrative support from 3 Administration Assistants whilst there is also a part time Appeals Administration Assistant.

The **Forward Planning** Team currently consists of a Forward Planning Manager along with four Forward Planning Officers covering all aspects of Planning Policy including the development plan policy, Supplementary Planning Guidance, site delivery initiatives and monitoring including the AMR, Regional Waste and Joint Housing Land Availability.

In addition there is a Contributions Officer (a post occupied by a seconded Forward Planning Officer) who has a specific remit for Section 106 matters and the consideration of a Community Infrastructure Levy for the County. The Team are supported by a specialist Graphic Design Officer and two technical assistants. The team has one vacant Forward Planning Officer post (the officer currently seconded to Contributions Officer), together with a further vacant post on the structure.

It is acknowledged that staff development and broadening its remit, whilst prioritising its statutory functions is key to the portfolio's future success. In this respect the Forward Planning team established an internal planning consultancy role during 2014/15, to assist in maximising delivery opportunities on Council owned sites and to ensure there is clarity in relation to future development opportunities. This has resultant revenue benefits and reduces the financial burden to the Council through unnecessary use of external consultants. It is also an approach which is key to staff retention through financial income and a fresh and stimulating workload.

There are seven staff currently working in the **Minerals and Waste** Unit; no vacancies are being carried. The Unit provides minerals and waste planning services for Carmarthenshire and for seven other Local Planning Authorities under Service Level Agreements, which have already been listed previously.

Loss of skilled personnel within the Minerals/Waste team has been identified as a significant risk which would result in the inability to provide a minerals and waste service at current levels. In addition, it is anticipated that demand for Minerals and Waste services will increase due to loss of key personnel in other Authorities which is adding pressure on existing staff resources.

A Development Management Assistant has been appointed as an additional post within the Minerals and Waste Unit. The post holder has been enrolled on a Masters Course in Planning in order to develop planning skills. Four members of the Unit have also been enrolled on an Institute of Quarrying distance learning course in order to develop their skills. Further appointments/transfers may be required in order to fully address succession planning in the short/medium term with the potential for this to be funded through additional income streams. The Business Manager is therefore currently looking at succession

planning and any structural changes that may be needed to ensure the Team remains resilient.

The Planning Service also draws heavily on the expertise and input of the **Rural Conservation Team** – who are located within the Planning Service (9 Officers in total, not all full time). Much of the Landscape Officer's time is taken up with planning matters – particularly those relating to wind turbines. Other Officers who make up part of the team also contribute significantly to the planning process.

The potential loss of skilled personnel within the **Building Control** team has been identified as a risk which would result in the inability to provide a service at current levels. The management of the Business unit has for the past year or so been undertaken on a temporary basis jointly by the Principle Officers. The Head of Service is looking at revising this to ensure the Unit had one point of contact and responsibility with regard to management matters. The Head of Service is also working with the two Principles on succession planning to identify whether changes are needed to the current structure to improve resilience but also opportunities for junior staff to progress.

All Business Unit Managers understand the value of, and promote, training opportunities that support the business aims whilst allowing career progression and development. The DMA posts are an established indication of this, although there are other opportunities provided through ILM courses, and internal projects such as the Continuous Improvement Programme and the Future Leaders Programme.

All staff have annual appraisals, and regular one-to-one meetings with managers. Regular internal training seminars are arranged (3 or 4 annually) which count towards Continual Professional Development (CPD). The portfolio also supports and undertakes training and development sessions to other staff, Members and Town and Community Councils building on experiences and lesson learned. The County Council does not pay membership fees of professional institutes.

The Service also operates regular agent seminars, with this being seen as particularly relevant in the more recent times of legislative change. These seminars offer Continued Professional Development (CPD) opportunities for the agents and occur in March and September.

## **YOUR LOCAL STORY**

### Workload: Development Management

Carmarthenshire County Council is maintaining a general overall performance that sees it running in the mid 70% for determining all types of Planning applications within 8 weeks. The recent period of internal review has had some impact in terms of people coming to understand new systems and practices. As stated previously, the introduction of pre application fees during March 2016, and their impact on the application process will be monitored during 2016/17.

The numbers of applications that the Council has dealt with is indicated in the table overleaf:

**Table 2: Planning applications dealt with annually**

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Application Numbers	1828	1788	1627	1905	1907	1663

The numbers of applications per officer will, at a very general level, be in the region of 150 per officer. That figure is predicted on a full caseload being undertaken by the three team leaders (SDMOs) although the supervisory and mentoring reality is that this will not be the case. The 10 DMOs could expect to deal with in the region of **180** applications.

The Development Management service reflects the diverse nature of Carmarthenshire in terms of its rurality in the north and west, the numerous historic market towns interspersed throughout, and the post-industrial areas of the south and east with the former coal mines and steel works. This diversity, which generates the third highest number of applications across Local Planning Authorities (LPAs) in Wales, is framed within a wide geographical context, with the County's administrative area being the third largest, accommodating the 4<sup>th</sup> largest population in Wales. Whilst the DM function deals with high numbers of Planning applications, its percentage of householder applications is relatively low (just over 20% in the last two years), reflecting the higher number of minor applications that are dealt with in the rural areas, in addition to the more major development proposals on the regionally important Strategic Sites of Carmarthen, Cross Hands, and Llanelli, as identified in the adopted LDP.

The Council is committed to understanding the impacts of its service delivery upon residents, and, as mentioned, is looking at alternative ways of measuring such, inasmuch as it is seeking to better understand and measure the customer end-to-end time. There is a commitment to reducing the numbers of incomplete and unsuccessful applications, and to ensuring a consistently positive and pragmatic approach to service delivery and outcomes. This is reflected in the customer surveys that see Carmarthenshire scoring above the Welsh average in areas such as availability of planning officers to discuss issues prior to submission of an application, having opportunities to amend proposals prior to determination, and an understanding of what information is required.

The service area is in a period of change, and is seeking to adjust to that in terms of systems and processes, and promoting a behavioural change to facilitate economic development and regeneration where appropriate. There remain concerns that the positive actions the LPA is undertaking in this regard will be unreasonably challenged by budgetary pressures in the coming years. A three year programme has been identified in terms of savings and efficiencies, and the service review, whilst being framed to some extent by this, is also enabling these efficiencies to be introduced and realised. Changes to this framework have the capacity to impact significantly and negatively on the performance agenda being pursued.

#### Workload: Forward Planning

Recognising the need to maximise the opportunities for delivery, and the necessity to work within a financially restrictive environment the Forward Planning team provides a responsive service to other service areas to assist in bringing sites forward and for their

disposal on the open market. The production of policy notes and site specific briefs and assistance with preparing and submitting planning applications is a proactive and positive approach developing collaborative working arrangements. The resultant revenue benefits, and the reduction of use of external consultants are becoming apparent, however the necessity to manage staff resources effectively to ensure core responsibilities are maintained make the role vulnerable to loss of staffing numbers. Whilst these risks are noted the benefits highlighted along with broadening staff skill sets is recognised as an ongoing opportunity. The Forward Planning Manager is currently exploring further opportunities in relation to assisting other Divisions in bringing forward Council sites for development – this consideration includes how to continue with this work when work on LDP review commences and becomes priority.

The recruitment of a Contributions Officer forms part of a process to consider the potential of adopting a CIL charge for Carmarthenshire. The preparation of evidence and the identification of a clear timetable is ongoing. The progression of CIL presents financial and workload pressures, and whilst provision has however been made for staffing, examination and some evidential costs, time and resource management is key to its effective development. A report considering the progressing CIL was presented to County Council in [January 2016](#) (agenda item 10). The Council resolved to progress a CIL for Carmarthenshire, and authorised the production of a Preliminary Draft Charging Schedule, which will identify the amount of CIL sought from each qualifying development, and to conduct a formal consultation on its content along with the associated evidence base.

Ongoing requirements in relation to the maintenance of an up to date portfolio of evidence is paramount not only from a Forward Planning and LDP perspective, but also in ensuring DM decision making and requirements from applicants/developers is fully informed. The recent completion of the Carmarthenshire Retail Study 2015 Update is an example of a policy area where specialist input is required, and where prevailing circumstances in relation to factors such as market conditions are in a state of constant change. Consequently there is an ongoing requirement to review, interpret and prepare core evidence, and to ensure they are robust and stand up to scrutiny. The current high level of retail interest being exhibited in the County also requires specialist skills in responding to retail impact assessments and the need to utilise such expertise ensuring the broader impacts of development proposals are understood raises challenges from a policy and DM perspective. The need to employee consultant expertise will in some form remain despite the Service undertaking as much of the evidence work as possible in-house.

Further Supplementary Guidance (SPG) have been prepared in accordance with the commitments given within the LDP. Consultation on the following five draft SPGs concluded on 8<sup>th</sup> April 2016:

- Placemaking and Design
- Archaeology and Development;
- Leisure & Open Space Requirements for New Developments;
- Natural Environment and Biodiversity; and
- Rural Development.

Work on completing Supplementary Planning Guidance through to adoption, to include minor amendments to reflect some observations received during the consultation period, will continue to 2016/2017.



For the APR and AMR period, the Council undertook the Joint Housing Land Availability Study (JHLAS) for the Carmarthenshire area, excluding the area that falls within the Brecon Beacons National Park. This is a statutory requirement and the 2015 study showed that Carmarthenshire had a housing land supply of **3.7** years. Early indications are that the 2016 study showed that Carmarthenshire had a housing land supply of 4.2 years.

#### Workload: Minerals and Waste

Demand for Minerals and Waste services is increasing due to loss of key personnel in other Authorities which is adding pressure on Carmarthenshire's existing staff resources within the Minerals and Waste Unit. A Service Level Agreement (SLA) with Neath Port Talbot County Borough Council was entered into in June 2015 and a SLA with the Vale of Glamorgan Council was entered into in October 2015. These are in addition to the ones already held by the Unit.

The Unit provides the Secretariat for the South Wales Regional Aggregates Working Party in accordance with Welsh Government (WG) requirements, which is grant funded from WG. The Unit also acts as the Lead Authority for waste monitoring in the South West Wales Region in accordance with WG requirements. An Interim Report for 2015/16 has been produced and submitted to the Welsh Government during March 2016. Work on the production of the 2016/17 has started.

In order to increase efficiency given the additional workload the Unit is trialling different agile working options which will reduce travel time, reduce wastage and reduce office space requirements. This will require investment in digitising data and in agile working software which integrates with current back office systems.

#### Workload: Rural Conservation

Carmarthenshire's landscapes and its habitats and species are some of the county's most important natural resources. They make up the green infrastructure which provides a framework for our social, economic and environmental health. The Unit promotes the understanding, conservation, enhancement, and responsible management of these resources, consistent with Carmarthenshire's Integrated Community Strategy and Carmarthenshire County Council's core values.

The Unit provides advice to development management, other Council departments and the general public on landscape, trees, woodlands, hedgerows, biodiversity, Common Land and on development within the Caeau Mynydd Mawr SPG area. It is also instrumental in ensuring that approved developments and other projects comply with relevant legislation and LDP policies relating to the natural environment.

The Rural Conservation Business Unit carries out the following statutory functions:

- Tree Preservation Orders - Town and Country Planning (Trees) Regulations 1999;
- Hedgerow Regulations 1997; and
- Commons Registration Act 1965.

It also works to ensure that the Council's operations are compliant under the Natural Environment and Rural Communities (NERC) Act 2006 and Environment (Wales) Act 2016.

### Workload: Building Control

The Unit has maintained its position as a CIOB Chartered Building Consultancy and has established a network of more than [70 local partners](#) including agents, consultants and other construction professionals to ensure the delivery of a high standard of service. In conjunction with Coleg Sir Gar, regular training seminars/workshops are hosted for the benefit of customers to provide advice and assistance in understanding and interpreting existing and proposed changes to legislation.

Annual [Building Excellence Awards](#) were also held, the aim is to celebrate the success of design and construction teams that have produced outstanding buildings within the County as part of a National initiative that rewards good building practice. Two schemes from the [Carmarthenshire Building Control Awards](#) (Charles Church – Machynys and TRJ – Ffwrnes) went forward to the Wales LABC Awards held at the Millennium Centre, Cardiff during the autumn of 2015. These two schemes then went on to represent Carmarthenshire at the National LABC Awards in London during November 2015, receiving national recognition. The Awards scheme whether it's County, regional or nationally is a prized marketing tool for the department and the long standing membership with the LABC has been invaluable in terms of promoting the Unit.

The Unit also provides a technical resource, a common interpretation and a voice in National Government.

### Workload: Tywi Centre

The Unit is based in Llandeilo and since it was founded in 2008 has received funding from the Heritage Lottery Fund, the Rural Development Plan (RDP) for Wales 2007-2013 which is funded by the Welsh Government and the European Fund for Rural Development, Natural Resources Wales, the National Trust, the Construction Industry Training Board (CITB) and Cadw. It also generates some income from provision of consultancy and training services.

[Building our Heritage Bursary Programme](#) is a specific programme managed by the Unit which has taken heritage building skills training across Wales. Working in partnership with the Natural Building Centre in Llanrwst, 30 students will have been trained over 2 years, following the same training model as the previous Foundations in Heritage programme. In addition, an intensive introductory programme for 10 women was been designed and delivered, to promote greater equality within the construction sector. This project will be completed in March 2017.

[Consultancy and Training Services](#) are also provided by the Unit. The success of the RDP funded Traditional Skills Training and Information Project, which ended in March 2014, and the reputation for delivering high quality training in the Heritage sector, has provided the Centre with opportunity to investigate developing a sustainable heritage skills training and information centre. Developing the capacity of the Centre through training skills assessors and trainers, identifying mechanisms for setting up as an accredited training centre, and investigating closer cooperative working with Coleg Sir Gâr, CITB and The Welsh Traditional Buildings Forum will be the focus over the forthcoming year.

The Team and projects have existed to date predominantly as a result of various funding streams. The future form of the Centre is currently being considered, with the aim being to make the Team self sufficient and less dependant on grant funding. The Tywi Centre Business Plan will be completed by late 2016/early 2017. The Plan will identify mechanisms to ensure the long term sustainability of the Tywi Centre, for example income generation through training and information provision. Different delivery mechanisms, such as Special Purpose Vehicle, will be investigated as part of the Plan.

### Current projects

The sections above have referred to the Service reviews the LPA has been carrying out over the recent years, this being part of an ongoing, rolling programme of check, plan, review. The impacts of this have been significant in terms of improving how information is processed and shared, and also understanding what the customer expects in terms of timeliness and quality of service delivery and decision making.

As part of the ongoing reviews, the LPA has considered how it best engages with stakeholders and consultees, with a particular emphasis at the moment being the nature and timeliness of internal/external consultation responses. As outlined, this is being achieved, to some degree, by involving relevant parties as soon as possible in the pre-application process, and the intention is to formalise this (in line with a charging schedule) into a cross departmental/agency approach under the Development Team banner.

This has happened to some degree (not formalised) to help deliver a major strategic site on the western edge of Carmarthen, this being the subject of an adopted SPG in the form of a Planning and Development Brief that will see the delivery of 1100+ dwellings and a new school, as well as the provision of a major road infrastructure improvement. This will also benefit the aspirations of University of Wales Trinity St David's, as well as the proposed S4C Headquarter development.

The Council is currently giving thought to the delivery of its enforcement roles and activities. This will seek to understand best practice across the field, and will look at how resource can be best channelled into this area. This has been flagged by Members as a concern, and whilst there may be a drive to consolidate simpler enforcement practices into one area, the County Council has acknowledged that Planning Enforcement presents particular and specific challenges and remains as an area to be addressed on an individual basis. This includes having the capacity and ability to ensure that the staffing structure and base is best mobilised to effectively address pressure areas, and to remain fluid in doing so across the wider Carmarthenshire area.

Alongside its ongoing statutory function and delivering on other ongoing commitments, the Forward Planning team has established an internal planning consultancy to assist in maximising delivery opportunities on Council owned sites, and to ensure there is clarity in relation to future development opportunities. This represents an important step in maximising links and co-operation across service areas ensuring cost effective delivery with resultant revenue benefits and reducing use of external consultants thus offering best value in delivering the Council's objectives. In providing this service the Forward Planning team has agreed to a 3 year work programme with Council's Corporate Property team which includes production of site planning briefs and policy guidance. This supports the move

towards enhanced fee income generation for the Unit and reductions in expenditure for the Council overall. Instructions have also been received from Council Regeneration and Tourism Officers in relation to a number of briefs to maximise and facilitate economic development and tourism opportunities. There are also initial discussions with the Property Design and Projects Unit with a view to offering additional value.

The Planning Service is advising as part of the of a multi service Task Force created to consider matters relating to Llanelli Town Centre, including consideration on the potential for an Local Development Order to deal with specific issues within the town centre.

As has been alluded to, the Service has strong links to the Council's regeneration strategy and the regeneration team. This close working relationship will ensure that proposals are delivered in a consistent and co-ordinated manner which are in accordance with sound planning principles, and national and local planning policies.

The Service is undertaking the trial of tablet computers with the emphasis on trying to establish a better communications route to site based officers and where necessary advise on improvements to the system allowing the system to be tailored to how the department operates. It is hoped to reduce the amount of paper and documents produced to form a conventional paper file. This runs alongside, and is complementary to, the County Council's agile working strategy, and is seen as a key element in maintaining an effective delivery of service across the large geographical area of Carmarthenshire.

The Cross Hands area has been designated as one of the three growth centres in Carmarthenshire's LDP. The area is also suitable habitat for the Marsh Fritillary butterfly which is a feature of the Caeau Mynydd Mawr Special Area of Conservation (SAC). In implementing the project the Conservation Project Officer assists in the delivery of key economic objectives while ensuring that development is compliant with EU legislation The post is funded by receipts secured through Section 106 agreements, with receipts from development are in place to cover the salary of the project officer up until 2021, consistent with the LDP period.

During the year, the project has achieved the following:

- Installation of 1435m of fencing to allow grazing on neglected sites or better management of sites which are already grazed;
- Reintroduction of grazing by cattle or horses on 5 sites and better management of grazing on 1 site;
- Provision of water for stock on 3 sites;
- Stock handling and access facilities on 4 sites;
- Improving access to 2 sites to facilitate management works and to give access for grazing stock;
- Scrub clearance and removal of scrub trees to open up and restore grassland at 4 sites.

There are currently 16 management agreements in place, which includes 75.13ha of habitat suitable for breeding marsh fritillary.

The Common Land Officer and Rural Conservation Manager are continuing to work with the Biodiversity Officer in delivering the Heritage Lottery funded Carmarthenshire Bogs Project that is attracting £43,000 of grant aid. All six sites covered by this project are areas of common land with no known owners: as such the Council is expected to protect these sites from illegal activities (scheme runs until December 2016). With this grant the Council is working to improve the conservation status of these commons.

Staff continue to facilitate the Carmarthenshire Biodiversity Action Plan (LBAP) Partnership, which draws together all the organisations involved in nature conservation in the County. Practical projects are supported by Natural Resources Wales and the Biodiversity Officer delivered 12 projects across the county, some involve practical conservation, while others raised awareness of biodiversity issues and developed biodiversity best practice within other CCC departments consistent with CCC's NERC Act 2006 duty, and new duties set out in the Well Being of Future Generations (Wales) Act 2015.

The Minerals and Waste Unit have undertaken a 3 day review of the current process using the Vanguard/Systems Thinking approach. This provided the team with the opportunity to experience the service from the 'customer perspective', to identify what issues were impacting upon current performance, and what within the current system was causing this to happen. The re-design stage of the review was due commence in October 2015, however with the additional SLAs taken on during that period, this has been delayed and is now being rescheduled to commence during Autumn of 2016.

### Local pressures

The Council has, in recent years, also had to deal with major renewable energy projects, particularly with regard to Wind Farm developments within Strategic Search Areas as defined in TAN 8. These have been relatively disproportionate in terms of the impacts upon officer time, and resource required to process, particularly where an Inquiry is involved.

On 24<sup>th</sup> June 2015 Western Power Distribution had their application for a 132kv electricity distribution line connection between Brechfa Forest West Wind Farm to an existing connection point west of Llandyfaelog (10km south of Carmarthen) accepted for consideration by the Planning Inspectorate (PINS). RWE Innogy UK Ltd (RWE), the developer of the wind farm has decided to defer the connection between Brechfa Forest East and Brechfa Forest West wind farms.

To inform the Planning Inspectorate's assessment of the application the Head of Planning presented a Local Impact Report (LIR) to [Planning Committee](#) on 5<sup>th</sup> November 2015. The purpose of the LIR was for the Council to advise PINS on what local impacts it considers the proposed development would have on the local area by reference to specific issues. The LIR was a technical, evidence based document that PINS and Secretary of State must have regard to when assessing the application. The Local Authority also submitted a Written Representation setting out the views of the Council – this was in addition to the LIR and was at the request of the Planning Committee and was in response to the Council passed the following motion on 10<sup>th</sup> July 2013.

*'That Carmarthenshire County Council finds it totally unacceptable that the proposed Brechfa Forest wind farm(s) National Grid connection should be made via an overhead line supported by wooden pylons. As the Council itself has no statutory power in this matter, we*

*ask the UK Energy Secretary to ensure that the connection cable is laid underground for its entire length”.*

The Examination stage of the process commenced on 7<sup>th</sup> October 2015 and ended on the 6<sup>th</sup> April 2016. PINS submitted its recommendation to the Secretary of State for Energy and Climate Change on 6<sup>th</sup> July 2016 (<https://infrastructure.planninginspectorate.gov.uk/projects/Wales/Brechfa-Forest-Connection/>) who will have three months to make the decision. A decision is pending.

A recent source of pressure for the DM Unit has been the impacts of the requirement for financial contributions to be made towards the provision of Affordable Housing within the County. This requirement extends to single dwelling and has presented challenges in terms of perceptions of this, and how this is best secured through legal agreement. There has been a pressure on the Council's legal service as a result, although they have been the subject of a reduction in staffing. Work is now underway to assist DMO to deal with Unilateral Undertakings (UUs) in order that legal can concentrate on Section 106 applications. Legal support remains available to DMOs throughout as it is recognised that some UUs won't be straightforward. The benefits of this new approach should be experienced from late 2016 onwards. It is an area that agents have consistently asked for improvement in terms of timescales and clarity.

The 'lag' following LDP adoption with new allocated sites and them being brought forward presents challenges in relation to a 5 year supply particularly during early stages post adoption. This may have the effect of distorting a 'true' picture of land supply and of the availability of genuinely deliverable sites during initial years following adoption. The implementation of TAN1 and its methodology with the use of the residual method may as a consequence precipitate an increase in speculative applications based on an artificially suppressed 5 year land supply figure. The land supply position will be monitored closely through the JHLAS and the LDP AMR (3.7 years at 2016).

The introduction of the Community Infrastructure Levy Regulations on 1<sup>st</sup> April 2015 has through its provisions changed the way in which planning obligations can be sought through Section 106 Agreements. In this respect the scope for requiring planning obligations has been significantly scaled back. The CIL Regulations establish a far more limited approach to planning obligations via Section 106 Agreements.

As a result of this change, the tests for requiring planning obligations are being tested far more rigorously, and have required the adoption of a case by case based approach to determining contributions sought and will require the regular review of the evidence base in determining future requirements.

In addition, the CIL Regulations place a limit on the Local Planning Authority to pool Section 106 contributions. Since 6<sup>th</sup> April 2015, no more than 5 separate planning obligations can be used to provide funding for a single specific infrastructure project. This has had implications for those obligations which are based on cumulative impact and require pooled contributions for their delivery. The effect of this provision is in essence that the Local Planning Authority is no longer able to secure a planning obligation which contributes to, or funds any infrastructure project or type of infrastructure if 5 planning obligations have already been entered into which contribute to or fund the same project or infrastructure

type. This limitation is back-dated and takes into consideration all planning obligations entered into since 6th April 2010.

Section 106 Agreements have traditionally been more generic in nature, typically specifying a general area within which funds should be spent. However, in order to ensure that the threshold of 5 pooled contributions is not exceeded, the Council are seeking planning obligations for specific identified infrastructure to ensure they comply with the tests set out in Reg. 122. These challenges are notable not only from a financial aspect but also from the perspective of project delivery. Supplementary Planning Guidance (SPG) has been produced in relation to Leisure and Open Space requirements for new developments, which seeks to provide further clarity in relation to compliance with the provisions of the CIL Regulations. Further SPG will be published in due course.



## WHAT SERVICE USERS THINK

### Customer satisfaction survey

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 is undertaken by all LPAs at the same time, asking the same questions. This joined up approach allows comparisons to be drawn across LPA areas.

The survey was sent to 769 people in Carmarthenshire, 11% of whom submitted a whole or partial response. The majority of responses (48%) were from members of the public. 10% 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 Carmarthenshire and Wales.

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

	%	
	Carmarthenshire LPA	Wales
<b>Percentage of respondents who agreed that:</b>		
The LPA enforces its planning rules fairly and consistently	55	47
The LPA gave good advice to help them make a successful application	64	58
The LPA gives help throughout, including with conditions	55	49
The LPA responded promptly when they had questions	66	58
They were listened to about their application	65	57
They were kept informed about their application	65	49
They were satisfied overall with how the LPA handled their application	66	61

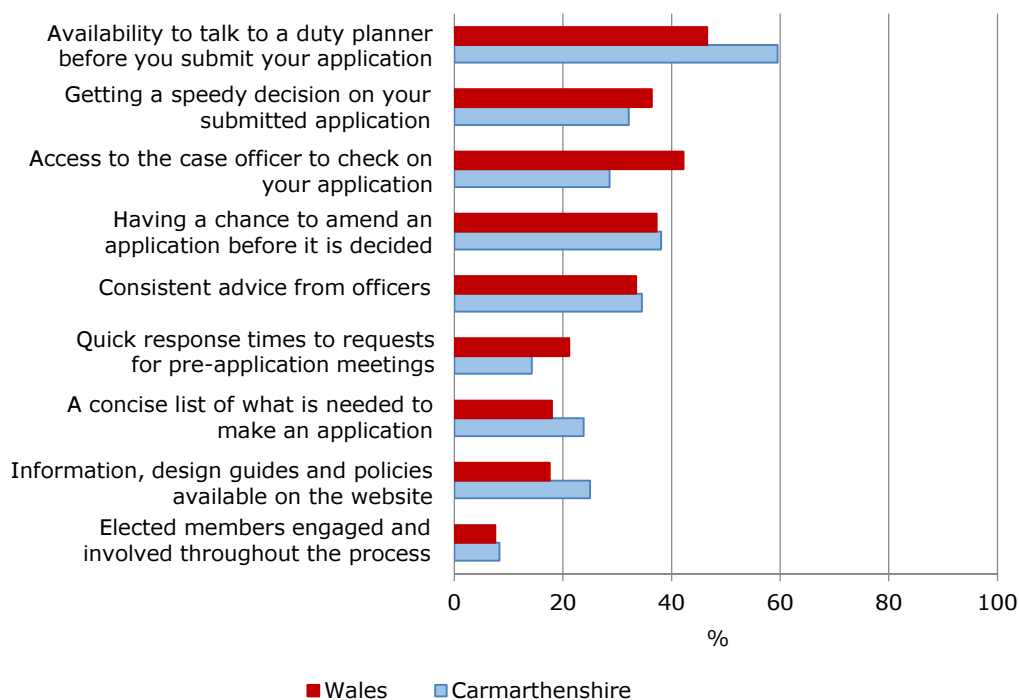
As can be seen from Table 1 above, Carmarthenshire's survey results exceed the Welsh average in every category, and it can be concluded that the service is considered to be performing well overall.

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 Carmarthenshire, 'the availability to talk to a duty planner before submitting an application' was the most popular choice.

The lowest percentage for both Carmarthenshire and indeed Wales as a whole would appear to apply to the issue of consistency regarding planning advice and decisions. The survey was undertaken during the year in which the LDP was starting to be implemented and the LPA acknowledge that interpretation of new LDP policy needs to be consistent. Regular Team meetings have now been set up to allow discussion around new cases and application of planning policy. Matters are also being discussed at staff training days along with Forward Planning Officers attending individual Team meetings periodically to assist with interpretation of LDP policy. Discussion is also occurring in relation to the application of new secondary legislation which is emerging as a direct result of the Planning Act (Wales) 2015. It is therefore acknowledged that there have been a number of new challenges over the last year or so and that the importance of Team meetings and Staff Training days is emphasised.

**Figure 1: Characteristics of a good planning service, Carmarthenshire LPA, 2015-16**



Comments received include:

*In my experience all the officers concerned with the planning process were helpful, communicative, co-operative, friendly and fair.*

*I found the planing service to be very fair and professionally handled. The case officer I had was very helpful and effitiant. [sic]*

*Officers are often not available on the phone, and often do not acknowledge or reply to emails or voicemail messages.*

This snap shot of comments show there were negative as well as positive comments and the LPA must further consider those areas where criticism has been directed and if appropriate look at ways of improving those elements. For example in relation to the comment regarding phones, work is underway to identify the magnitude of the problem and what solutions to best apply.

The Authority also received feedback in relation to the performance of the service from the Agents meeting it held in March 2016. This was the first Agent's seminar to be held for a number of years. The meeting was chaired by the Chief Executive, with attendance from the Leader of the Council, Director of the Environment Department, The Head of Service for Planning along with Head of Service for Highways and a number of officers from the Planning Service and others who have an input into the planning process. Just over 30 agents attended the afternoon. At the seminar Officers reiterated the importance of working together. Short updates were provided in relation to legislative changes nationally and also work being undertaken locally. The main focus of the afternoon was however to discuss a few topics in small groups – each group facilitated by an Officer. Discussion focused around the themes: Pre application process, application process, highway matters, s106 issues and a general session for any other matters.

Agents were asked whether they had found the session useful. Officers took back the comments raised during the day. As a result the second Seminar was held in Autumn 2016 and it is intended to continue the seminar twice yearly.

Also over the course of the year The Head of Service for Planning, Development Management Officer and Head of Service for Highways have met on a 1:1 with some agents to explore their concerns regarding specific cases. These meetings have also been a useful aid to understand any areas for improvement.

## 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. Since December 2014 Carmarthenshire has its own adopted LDP – which means not only does the LA have an adopted plan but it is also an up to date development plan.

During the APR period we had 3.7 years of housing land supply identified, making us one of 17 Welsh LPAs without the required 5 years supply. It is noted that TAN1 sets out how a Council should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part. It is however considered that as the LDP has so recently been adopted (15 months as at March 2016), these additional units catered for through the LDP will begin to filter through the system and will contribute to the housing land supply in the coming years. The report can be viewed at: <http://wales.gov.uk/topics/planning/planningstats/housing-land-availability-in-wales/?lang=en>

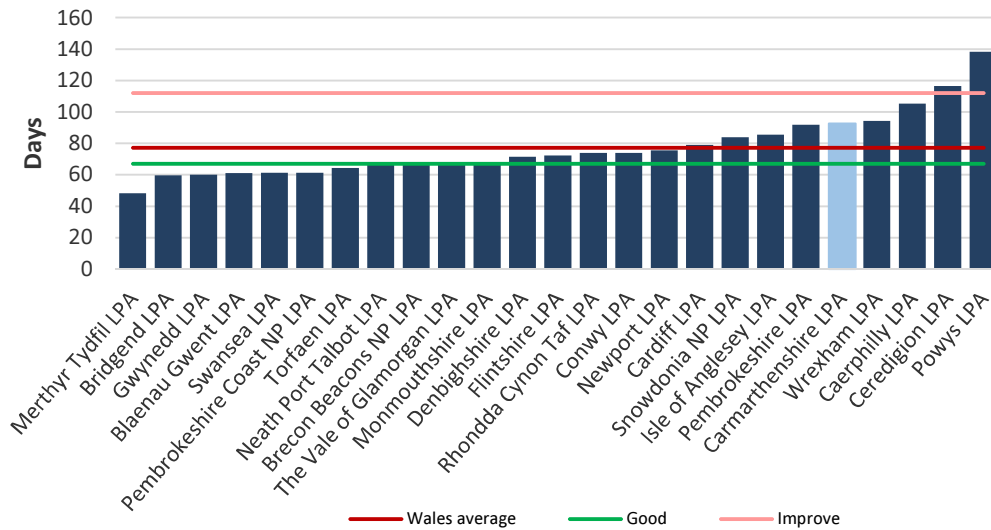
For those few applications that have been permitted to date it is too soon to have expected them to be completed and many applications are still in the system for larger more complicated sites. For this reason, it is not considered appropriate to undertake further measures to increase supply at this point in time.

Action: Continue to monitor. No other action appropriate at this time.

### Efficiency

In 2015-16 we determined 1461 planning applications, each taking, on average, 93 days (13 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. The period 2015/16 has seen Carmarthenshire fill vacant DMO posts within its structure, whilst there have been periods of sickness absence and one Officer working more or less full time on the Brechfa wind farm applications. Given the number of DM Officers as outlined above, with there being no current vacancies, the LPA is committed to improving this area of performance, allied to the commentary below on the ongoing review of service delivery.

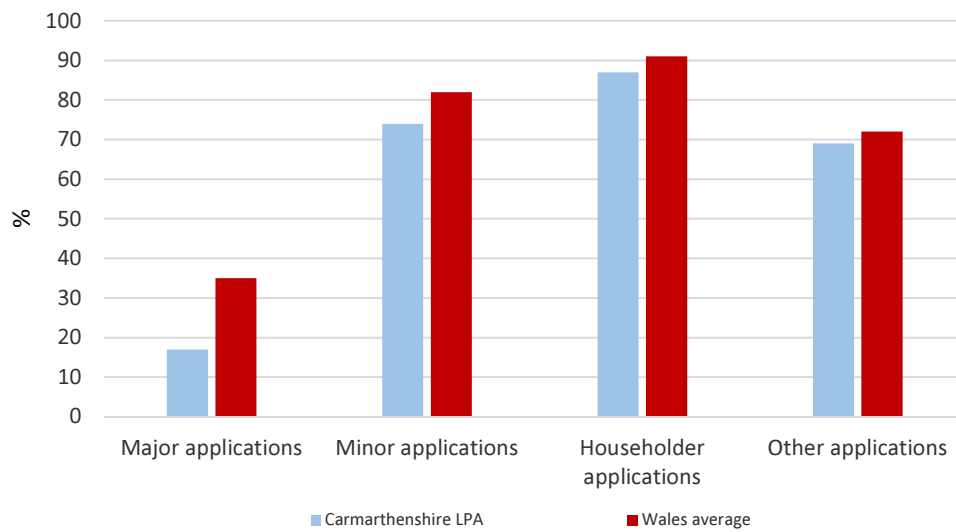
**Figure 2: Average time taken (days) to determine applications, 2015-16**



70% of all planning applications were determined within the required timescales. This was the fifth lowest percentage in Wales and was below the 80% target. Only 8 out of 25 LPAs met the 80% target. The figure for Carmarthenshire is slightly lower than previous years, this has been down to a change of systems and processes in how applications are dealt with. It is however noted that the average time taken to deal with applications is low, and this reflects the improvements needed and which are being made in this area. This has now been rolled out across the whole DM Unit, and this should see the determination period for applications moving closer towards the 80% figure. Based on this on-going commitment for improvement no further action is therefore considered necessary at this stage over and above that which will naturally occur as a result of the Service Review that has been taking place over the past year.

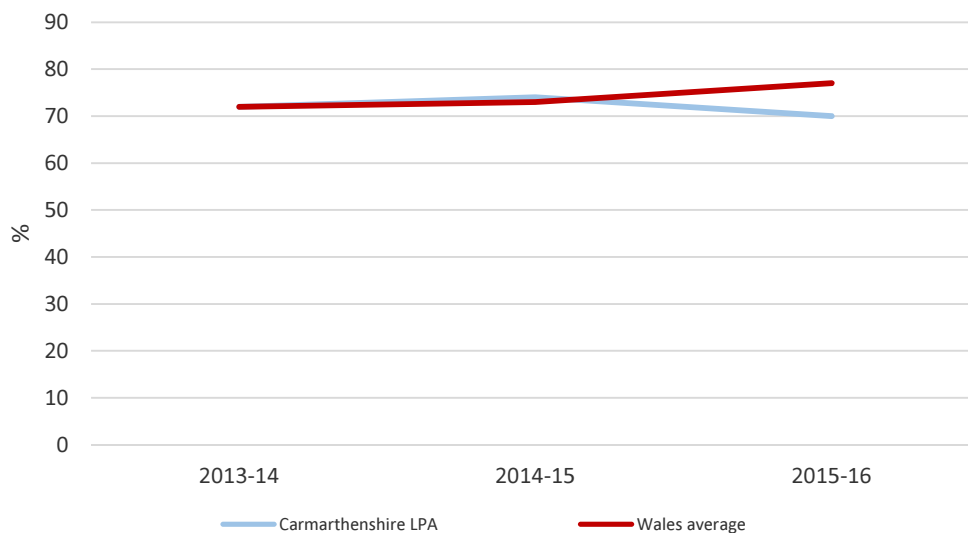
Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 87% of householder applications within the required timescales.

**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 74%. Wales saw an increase this year.

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



Over the same period:

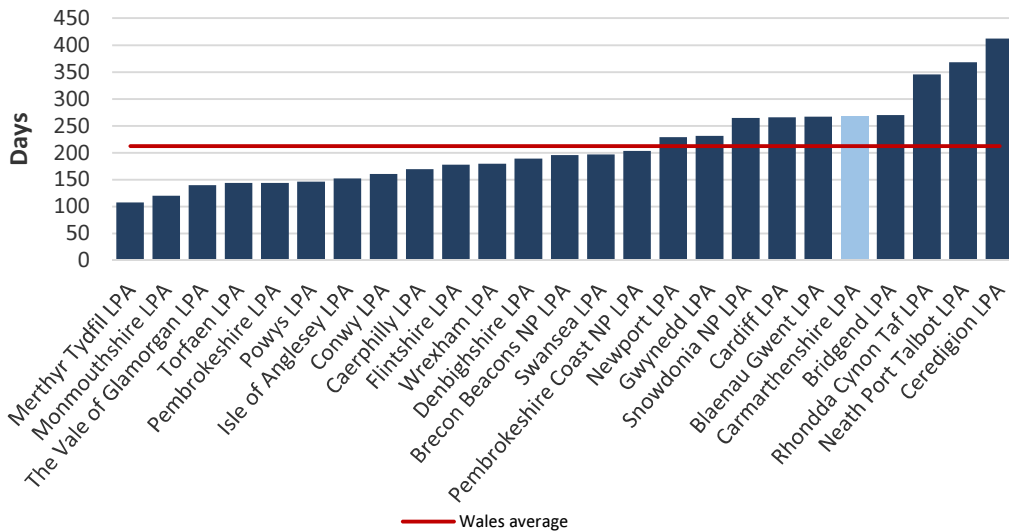
- The number of applications we received decreased;
- The number of applications we determined decreased; and
- The number of applications we approved decreased.

## Major applications

We determined 52 major planning applications in 2015-16, 4% (2 applications) of which were subject to an EIA. Each application (including those subject to an EIA) took, on average, 268 days (38 weeks) to determine. As Figure 5 shows, this was the fifth longest average time taken of all Welsh LPAs.

The Service is currently considering how it aligns its staffing structure to meet pressures arising from having to deal with major applications, as the average number per officer amounts to no more than 5 per year. There is also a focus on closer, and earlier, liaison with planning application consultees to seek to ensure that there are no delays arising from the formal consultation process as has been the case in the past. As the LPA develops its pre-application roles, including reference to the more formal Development Team approach, it is acknowledged that the statutory pre-application consultation requirements should drive improvements in this area in terms of overall timescales.

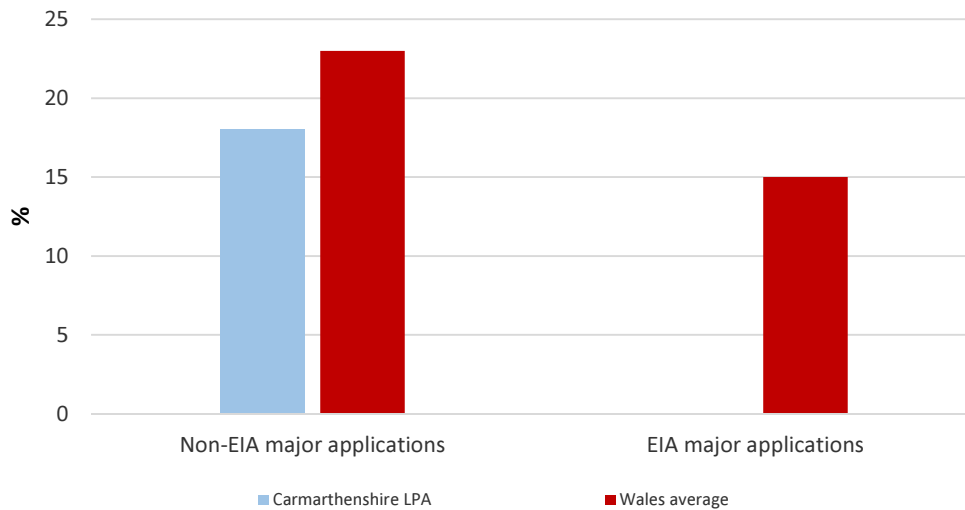
**Figure 5: Average time (days) taken to determine a major application, 2015-16**



17% of these major applications were determined within the required timescales, compared to 35% across Wales.

Figure 6 shows the percentage of major applications determined within the required timescales by the type of major application. 18% of our 'standard' major applications i.e. those not requiring an EIA, were determined within the required timescales during the year.

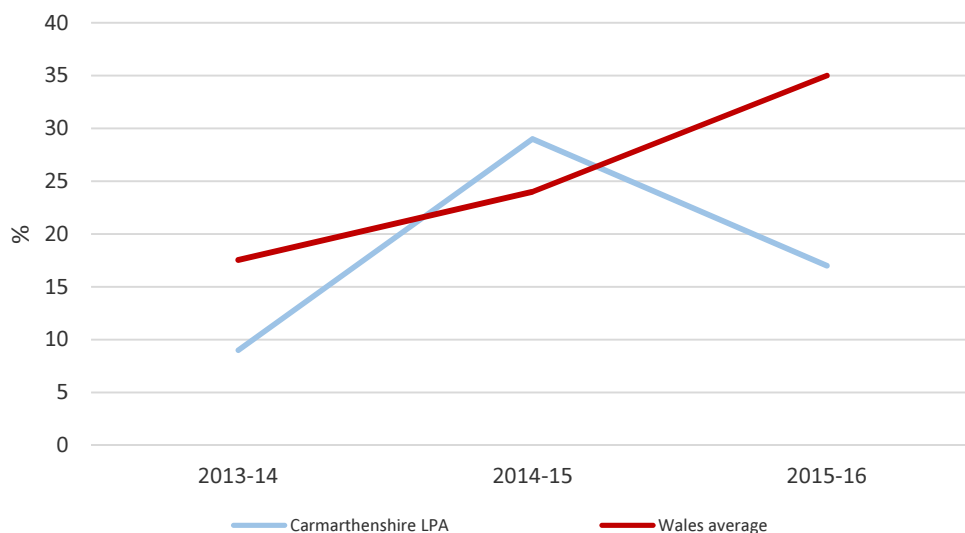
**Figure 6: Percentage of Major applications determined within the required timescales during the year, by type, 2015-16**



Since 2014-15 the percentage of major applications determined within the required timescales had decreased from 29%. In contrast, the number of major applications determined increased while the number of applications subject to an EIA determined during the year decreased.

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 stayed the same at 74%;
- The percentage of householder applications determined within the required timescales decreased from 88% to 87%; and



- The percentage of other applications determined within required timescales decreased from 77% to 69%.

The figures in this section relating to Efficiency show that the time taken to consider planning applications in Carmarthenshire needs to be improved. As has been acknowledged above the reduction in performance from that of previous years is has been the result of a number of factors including the systems review work which has resulted in rolling out new ways of working, absence (sickness) and a few large time consuming applications in relation to energy. It was also the first full year that the LDP had been adopted and Officers were therefore applying and interoperating policies for the first time. The Service is currently considering how it aligns its staffing structure to meet pressures arising from having to deal with major applications (charging for work in relation to Developments of National Significance being one option). The Development Management Manager is revisiting some of the system changes that have been implemented since the system Review, and to progress this work the Manager is setting up an Officer Improvement Board to take that work forward and to monitor future progress. In terms of the LDP implementation Officers from Forward Planning and Development Management are working together to assist with timely implementation – this extends to colleagues in other section e.g. Legal.

Based on this on-going commitment for improvement no further action is therefore considered necessary at this stage over and above that which will naturally occur as a result of re-visit of the Service Review that is due to be implemented in Autumn 2016.

- Action: Continue to monitor. No other action appropriate at this time.

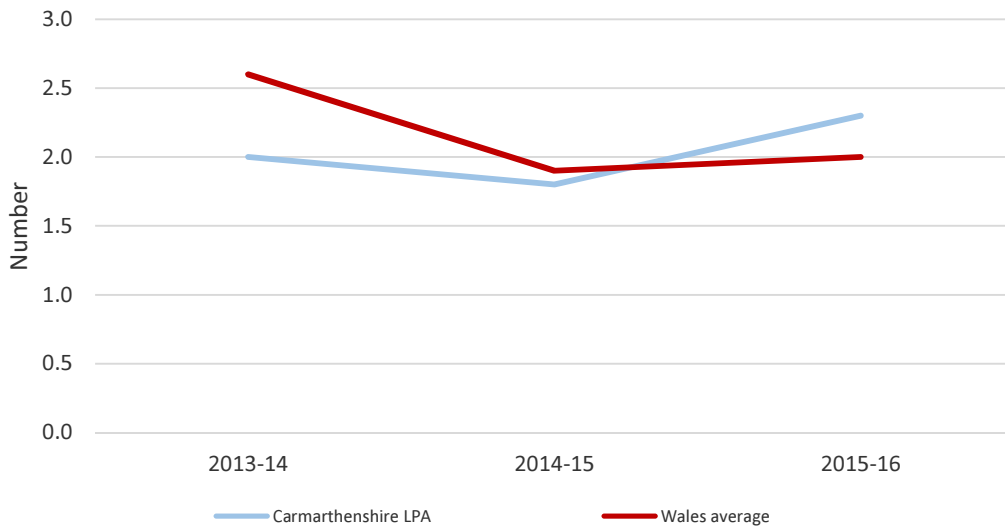
## Quality

In 2015-16, our Planning Committee made 86 planning application decisions during the year, which equated to 6% of all planning applications determined. Across Wales 7% of all planning application decisions were made by planning committee. This compares with 59 planning application decisions made by Planning Committee in the last two quarters of 2014/15, equating to 7% of all planning applications determined.

10% of these member-made decisions went against officer advice. This compared to 9% of member-made decisions across Wales. This equated to 0.6% of all planning application decisions going against officer advice; 0.6% across Wales. For 2014/15, 14% of the decision made at Committee went against officer advice in Carmarthenshire.

In 2015-16 we received 28 appeals against our planning decisions (32 were received during 2014/15), which equated to 2.3 appeals for every 100 applications received. Across Wales 2.0 appeals were received for every 100 applications. Figure 8 shows how the volume of appeals received has changed since 2014-15 and how this compares to Wales.

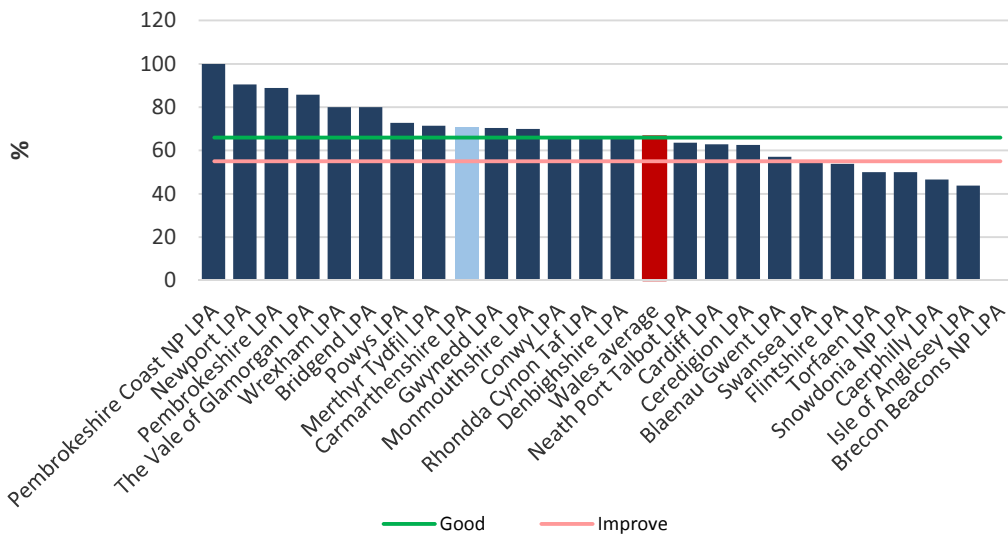
**Figure 8: Number of appeals received per 100 planning applications**



Over the same period the percentage of planning applications approved stayed the same at 93%.

Of the 24 appeals that were decided during the year, 71% were dismissed. As Figure 9 shows, this was higher than the percentage of appeals dismissed across Wales as a whole and we were one of 14 LPAs that reached or exceeded 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.

- **Action:** The LPA is performing well and no further action is needed at present over and above that which will naturally occur as a result of the Service Review that has been taking place over the past year. This is a situation that will remain under constant scrutiny.

## Engagement

We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 20 LPAs that had an online register of planning applications.

As Table 2 shows, 64% 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:	%	
	Carmarthenshire LPA	Wales
The LPA gave good advice to help them make a successful application	64	58
They were listened to about their application	65	57

- Action: The LPA is performing well and no further action is needed at present over and above that which will naturally occur as a result of the Service Review that remains on-going.

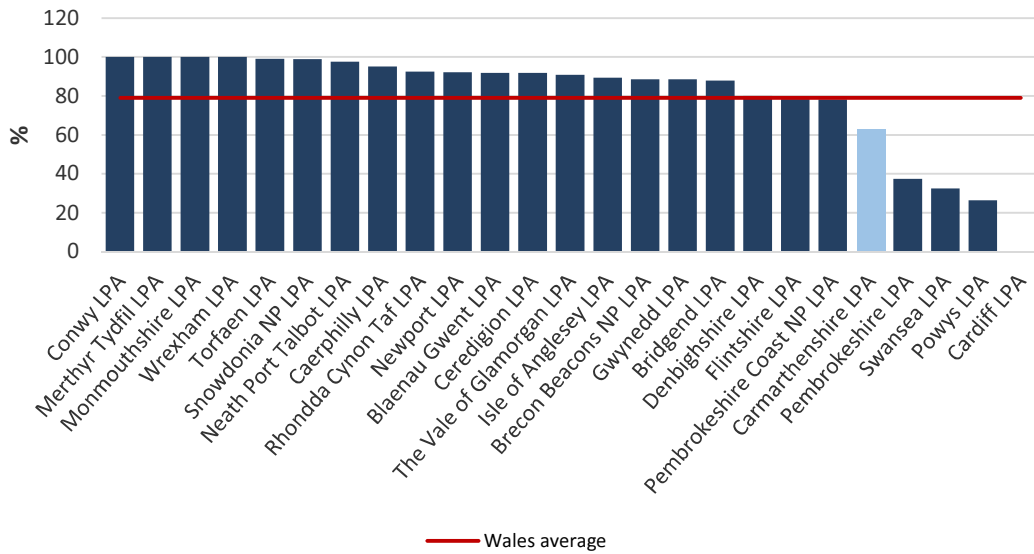
## Enforcement

In 2015-16 we investigated 494 enforcement cases, which equated to 2.7 per 1,000 population. This compared to 1.9 enforcement cases investigated per 1,000 population across Wales. We took, on average, 143 days to investigate each enforcement case.

We investigated 63% 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 LPA sought to deal with a number of historically outstanding cases and this has impacted upon performance under this measure. Additionally, following recent Scrutiny reviews, an improved prioritisation protocol has been introduced that is ensuring earlier site visits and will seek to help improve performance. It is also acknowledged that the Enforcement section needs to be aligned more closely to the pressure areas such that it would increase the robustness and capacity to deal with those areas where there is greater demand.

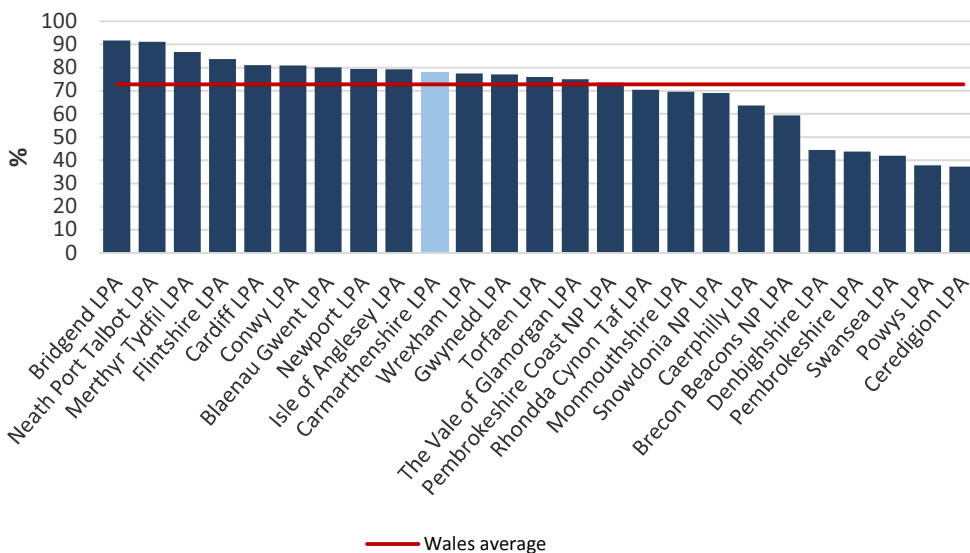
**Figure 10: Percentage of enforcement cases investigated within 84 days, 2015-16**



Over the same period, we resolved 468 enforcement cases, taking, on average, 142 days to resolve each case.

78% 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**



It would appear from the above figures that Carmarthenshire are investigating a higher number of cases than the Welsh average per head of population. Improvements are needed and are being discussed as part of the overall service review work. Figures are also monitored twice yearly by Scrutiny Panel. This

Scrutiny coupled with the on-going review work should over time see an improvement in the monitoring figures.

Action: The LPA is performing well and no further action is needed at present over and above that which will naturally occur as a result of the Service Review that has been taking place over the past year and continues into 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
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	5-9	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	CARMARTHE NSHIRE LAST YEAR	CARMARTHE NSHIRE THIS YEAR
Yes	YES	YES
47	n/a	n/a
Yes	n/a	n/a
3.9	3.7	4.1
35	29	17
213	104	268
77	74	70
77	38	93
9	14	10
67	65	71
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
<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	CARMARTHE NSHIRE LAST YEAR	CARMARTHE NSHIRE THIS YEAR
Yes	Yes	Yes
Yes	Yes	Yes
<b>Enforcement</b>		
79	70	63
88	No data	143
73	85	78
210	64.5	142

## SECTION 1 – PLAN MAKING

<b>Indicator</b>	<b>01. Is there a current Development Plan in place that is within the plan period?</b>	
<b>“Good”</b>	<b>“Fair”</b>	<b>“Improvement needed”</b>
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)

<b>Authority’s performance</b>	<b>Good</b>
The LDP was adopted on 10 December 2014, and provides an up to date and robust land use framework.	

<b>Indicator</b>	<b>02. LDP preparation deviation from the dates specified in the original Delivery Agreement, in months</b>	
<b>“Good”</b>	<b>“Fair”</b>	<b>“Improvement needed”</b>
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

<b>Authority’s performance</b>	Not Applicable
The LDP was adopted on 10 December 2014.	

<b>Indicator</b>	<b>03. Annual Monitoring Reports produced following LDP adoption</b>	
<b>“Good”</b>		<b>“Improvement needed”</b>
An AMR is due, and has been prepared		An AMR is due, and has not been prepared

<b>Authority’s performance</b>	<b>Good</b>
The first AMR will be produced and submitted to the Welsh Government by 31 October 2016.	



<b>Indicator</b>	<b>04. The local planning authority's current housing land supply in years</b>	
<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>	3.7 - Improvement needed
<p>Using the residual method of calculating housing land supply, the 2015 Joint Housing Land Availability Study Carmarthenshire, covering the period 1 April 2014 to 31 March 2015, has a 3.7 year housing land supply stock.</p> <p>It is noted that TAN1 sets out how an authority should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part. It is however considered that as the LDP has so recently been adopted, these additional units will begin to filter through the system and will contribute to the housing land supply in the coming years. To set matters in context, it generally takes much longer than 15 months for a development to be commenced and completed from the time of the initial application. For this reason, it is not considered necessary to undertake further measures to increase supply at this point in time.</p>	

**SECTION 2 - EFFICIENCY**

<b>Indicator</b>	<b>05. Percentage of "major" applications determined within time periods required</b>	
<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>	17%
<p>No Benchmark has been set to date for this Indicator by WG to date.</p> <p>The Service has undergone an internal review of its processes and systems, and has sought to 'redesign' the way in which it deals with all applications. This is manifest in this figure and should drive further improvement in this area.</p>	

Indicator	<b>06. Average time taken to determine "major" applications in days</b>	
<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>	268 days
No Benchmark has been set to date for this Indicator by WG to date.	
The Service has undergone an internal review of its processes and systems, and has sought to 'redesign' the way in which it deals with all applications. This is manifest in this figure and should drive further improvement in this area.	

Indicator	<b>07. Percentage of all applications determined within time periods required</b>	
<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>	70% - Fair
Performance is slightly below the Wales average of 76.7% and remains under the target for 80%.	
The Service has undergone an internal review of its processes and systems, and has sought to 'redesign' the way in which it deals with all applications. This is manifest in this figure and should drive further improvement in this area.	

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

<b>Authority's performance</b>	93 days - Fair
Performance is higher than the Wales average of 77.2 days	
The Service has undergone an internal review of its processes and systems, and has sought to 'redesign' the way in which it deals with all applications. This is manifest in this figure and should drive further improvement in this area.	

### 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	10% - Improvement needed
<p>Performance shows that improvement is needed. However, where Planning Committee go against Officer recommendation, the reasons for which (including policy basis) are included in the Council's minutes.</p> <p>The LPA is making greater use of the allocated Member training events to increase awareness in relation to the Committee decision making, and is also refining its training for new Members.</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	71% - Good
<p>Given the relatively low numbers involved in these figures, the results get impacted upon by small margins. This result needs to be considered alongside the number of decisions made against officer recommendation (see above).</p> <p>This remains an area of focus.</p>	

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 - Good

### SECTION 4 – ENGAGEMENT

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

<b>Authority’s performance</b>	<b>Good</b>
Carmarthenshire LPA allows members of the public to address the Planning Committee.	

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

<b>Authority’s performance</b>	<b>Good</b>
Whilst not having a formal “duty officer” system, officers are available to deal with general public queries. As a result, the LPA would argue that it should not be categorised as in need of improvement, when a local review process has identified the current approach to be better accepted and more efficient than the previous duty officer system existed.	

<b>Indicator</b>	<b>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)?</b>	
<b>“Good”</b>	<b>“Fair”</b>	<b>“Improvement needed”</b>
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

<b>Authority’s performance</b>	<b>Good</b>
The LPA publish all details relating to a Planning application on the website for Carmarthenshire County Council.	

**SECTION 5 – ENFORCEMENT**

<b>Indicator</b>	<b>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</b>	
<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>	63
<p>No benchmark has been set to date for this Indicator.</p> <p>A Task and Finish Review of Planning Enforcement, made up of members of the Community Scrutiny and Planning Committees completed its report and the recommendations (23) were accepted by the Executive Board. It has been noted that significant progress has been made in certain areas, although there were still other areas of clarity and progress needed.</p> <p>A Multi-Disciplinary Enforcement Group has been set up, chaired by the Executive Board Member with responsibility for all areas of Enforcement, to bring together the various strands of enforcement authority-wide. The group has met on a number of occasions since late 2015, and provides opportunities for collaboration and identification of effective enforcement solutions.</p>	

<b>Indicator</b>	<b>16. Average time taken to investigate enforcement cases</b>	
<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>	143 days (data only available for quarters 2 to 4)
<p>No benchmark has been set to date for this Indicator, but is above the Wales average of 88.1 days.</p> <p>Data is only available to for quarters 2 to 4. However, the LPA is procuring a new back office system that will provide greater flexibility and functionality to be able to record and measure this in the future.</p>	

<b>Indicator</b>	<b>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)</b>	
<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>	78%
No benchmark has been set to date for this Indicator.	
The percentage for Carmarthenshire is above the Wales average of 72.9%.	

<b>Indicator</b>	<b>18. Average time taken to take enforcement action</b>	
<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>	142 days
No benchmark has been set to date for this Indicator.	
The number of days taken to take enforcement action in Carmarthenshire is significantly lower than the Wales average (209.7 days). Carmarthenshire is therefore performing far better than most LAs in Wales in relation to the time taken to undertake Enforcement action.	

## 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.

<b>Authority's returns</b>	<p>In quarter 1 - data returned in part (see individual SD below)</p> <p>In quarter 2 - data returned in part (see individual SD below)</p> <p>In quarter 3 - data returned in part (see individual SD below)</p> <p>In quarter 4 - data returned in part (see individual SD below)</p>
<p>The Authority has returned on a quarterly basis in part the data sought as part of the SD indicators process.</p> <p>The returns have been as follows:</p> <ol style="list-style-type: none"> <li>1. Returns part complete. The LPA don't currently have a system in place to monitor refusals in relation to employment uses.</li> <li>2. Returns complete.</li> <li>3. Returns complete.</li> <li>4. Returns complete.</li> <li>5. Data not returned. The LPA don't currently have a system in place to monitor total land area of brownfield/greenfield developments.</li> <li>6. Data not returned. The LPA don't currently have a system in place to monitor total area gained/lost in relation to open space.</li> <li>7. Data not returned. Part A – data is however included in the APR. Part B isn't applicable as the LPA have not adopted CIL.</li> </ol> <p>Much of the data specified for collection was not readily available for the following reasons:</p> <ul style="list-style-type: none"> <li>• <b>Data not supplied/required as part of the planning application until very recently:</b> Data required for collection was not necessarily captured in a readily accessible format on the old planning application forms. Since March/April 2015 the WG have updated planning application forms to facilitate the capture of SD data – unfortunately this was not in time to be of use regarding this first APR as most if not all of the applications determined within the year were already in before the new forms were released. It will be the 2016/17 APR therefore before the full benefit of these forms will be achieved.</li> <li>• <b>Time required to update planning application systems:</b> The LPA currently use MIS LGS (specifically the Headway product) to administer its planning application process. The LPA were advised in mid-2014 that MIS LGS was being bought out. At that time the LPA were advised that the Headway product would be discontinued over the course of the next couple of years. The LPA have therefore been working towards a replacement solution. This should be resolved during 2017, with the new product being geared up to dealing with monitoring far more effectively than its predecessor (including SD indicators). In the interim Headway</li> </ul>	

remains the system depended upon by the LPA. It has not been possible for the LPA to acquire or require changes to Headway in the interim – upgrades/modifications were not available due to the product being discontinued. This has therefore affected the logging and collecting of SD and will continue to do so until full migration on to a new system has been successfully completed.

- The LPA acknowledges that as we are now half way through the third APR period (2016/17) that any new system will not be in place to fully capture details for the APR until the fourth APR (2017/18).

The LPA will continue to work with WG and advise on the appropriateness of the various SDs. Any changes to SDs or the introduction of new ones should have a lead in period which allows systems to be updated prior to the commencement of the APR year for which the data is to be reported.



<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>	4989

<b>Refused (square metres)</b>	
<b>Authority's data</b>	No data available

The figure set out above in relation to applications granted is mainly accounted for by 3 large applications:

S/30823 - THE CONSTRUCTION OF A SINGLE STOREY FOOD GRADE INDUSTRIAL BUILDING WITH ASSOCIATED 2 STOREY OFFICE ELEMENT AND EXTERNAL SERVICE YARDS AND CAR PARKING – 4020 sqm (B2) at Cross Hands, Llanelli;

E/31416 - TO CONSTRUCT AN INDUSTRIAL UNIT TO PROVIDE OFFICES, STORAGE, TRAINING AND WELFARE FACILITIES FOR A LOCAL DEVELOPING PEST CONTROL BUSINESS – 246 sqm (B1/B8) at Capel Hendre, Ammanford;

E/33059 - PROPOSED COMMERCIAL BUILDING (B1, B2 AND B8) – 722.50 sqm at Llandeilo.

Data is not available on refusals at present (see explanation as part of introduction to SD Section above).

<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>	27

<b>Granted permission (MW energy generation)</b>	
<b>Authority's data</b>	44

The 27 applications permitted are made up of the following:

- 1 Biomass;
- 7 Solar;
- 15 Wind;
- 1 Hydroelectric;
- 3 Anaerobic.

The majority of the MW generation potential can be accounted for by 1 planning application –

19MW Solar (Ferryside – planning application W/32171).

<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>	695

<b>Affordable housing (number of units)</b>	
<b>Authority's data</b>	63

**Further comments to be inserted**

<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 residential units (0ha non-residential units)

<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>	16 residential units -

<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>	34 residential units - 30 residential units

No specific explanation needed with regards to the above. The results show that TAN 15 has been applied in an appropriate manner by the Carmarthenshire County Council.

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

	during the year.
--	------------------

<b>Previously developed land (hectares)</b>	
<b>Authority's data</b>	Data not available.

<b>Greenfield land (hectares)</b>	
<b>Authority's data</b>	Data not available.

Data not available. See explanation as part of introduction to SD Section above.

<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>
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<b>Open space lost (hectares)</b>	
<b>Authority's data</b>	Data not available.

<b>Open space gained (hectares)</b>	
<b>Authority's data</b>	Data not available.

Data not available. See explanation as part of introduction to SD Section above.

<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>	£3,575,074

<b>Gained via Community Infrastructure Levy (£)</b>	
<b>Authority's data</b>	Not applicable.

**Gained via Section 106 agreements:** Although data has not been submitted to WG as part of the quarterly returns to date it is now possible to collect this information and therefore it has been included in this APR.

**Community Infrastructure Levy:** The LA do not currently operate a CIL regime. The second part of SD7 is therefore not applicable.

## Community Scrutiny Committee 3<sup>rd</sup> November 2016

### Annual Monitoring Report 2015/16 Carmarthenshire Local Development Plan

#### To consider and comment on the following issues:

To consider the Authority's first Annual Monitoring Report for the Carmarthenshire Local Development Plan – as required for submission to the Welsh Government.

#### Reasons:

To receive and accept the content of the report and the appended Annual Monitoring Report 2015/16 as part of the Council's duty to comply with Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005.

To note the outcomes and baseline data as part of ongoing LDP monitoring.

To provide an opportunity for comments to be submitted on its content.

To be referred to the Executive Board / Council for decision: YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Mair Stephens

Directorate

Environment

Name of Head of Service:

Llinos Quelch

Report Author:

Ian R Llewellyn

Designations:

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# EXECUTIVE SUMMARY

## 3<sup>rd</sup> November 2016

### Annual Monitoring Report 2015/16 Carmarthenshire Local Development Plan

#### 1. BRIEF SUMMARY OF PURPOSE OF REPORT.

- 1.1 This Report follows the adoption of the Carmarthenshire Local Development Plan and presents its first Annual Monitoring Report (AMR). The AMR has been prepared in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005.
- 1.2 The Planning and Compulsory Purchase Act 2004 requires each Local Planning Authority to prepare an Annual Monitoring Report (AMR) on its LDP following adoption and to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government, and publication on the Carmarthenshire County Council's website by 31st October each year following plan adoption.
- 1.3 A copy of the draft AMR is appended as part of this report.

#### 2. Background

- 2.1 As part of the requirement to monitor the implementation and effectiveness of the its adopted Local Development Plan (LDP) Carmarthenshire County Council is required by the Welsh Government to produce and submit an Annual Monitoring Report (AMR).
- 2.2 This represents the first AMR following the LDP's formal adoption on the 10th December 2014 and is to be submitted by 31st October with its preparation an integral component of the statutory development plan process.
- 2.3 Covering the period of 1st April 2015 to 31st March 2016 this AMR assesses the progress in implementing LDP policies and proposals. It provides the basis for monitoring the effectiveness of the LDP and determines whether any revisions to the Plan are necessary. This and subsequent AMR's will aim to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are operating and functioning effectively. It also assesses the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence the Plan's implementation or future review. In so doing the AMR utilises Chapter 7: Implementation and Monitoring as the mechanism in measuring the implementation of the Plan.

2.4 As this represents the first AMR the impacts of the Plan are at this stage largely limited in nature and any conclusions can only be preliminary. The outcomes provide a baseline for future comparative analysis from which successive AMRs will be able to evidence emerging trends.

### 3. Content and Structure

3.1 The AMR is the main mechanism for measuring the success in implementing the Plan's policies and will report on issues which impact upon the Plan's objectives.

3.2 In recognition that measuring implementation is a continuous part of the plan making process, the monitoring of the Plan provides the connection between: evidence gathering; plan strategy and policy formulation; policy implementation; evaluation, and plan review. It also, through the AMR, assists in improving the transparency of the planning process, and keeps stakeholders, the community and business groups informed of development plan issues.

3.3 The AMR also includes an analysis of the Strategic Environmental Assessment/ Sustainability Appraisal.

### 4. LDP Monitoring Framework

4.1 The LDP Monitoring Framework identifies a series of targets and indicators with defined triggers for further action. This has been developed in accordance with Welsh Government Regulations and guidance and was subject to consideration at the Examination into the Carmarthenshire LDP and within the Inspector's Report

4.2 The AMR utilises a traffic light system in monitoring its policies which allow for a visual interpretation on the success, or otherwise, however this is qualified through an understanding of the accompanying explanatory narrative to assess the respective success or failure against each indicator with the following options available in responding to any emerging issues:

- **Continue Monitoring:** Where indicators are suggesting that LDP policies are being implemented effectively and there is no cause for a review.
- **Officer / Member Training required:** Where indicators associated with planning applications suggest that policies are not being implemented as they were intended and further officer or Member training is required.
- **SPG / Development Briefs required:** Whilst the Council will be preparing SPG and Development Briefs throughout the Plan period, indicators may suggest that further guidance should be provided to developers on how a policy should be properly interpreted. Additionally, should sites not be coming forward as envisaged, the Council will actively engage with developers / landowners to bring forward Development Briefs on key sites to help commence the development process.
- **Policy Research / Investigation:** Where monitoring indicators suggest the LDP policies are not being as effective as intended, further research and investigation, including the use of contextual indicators (as outlined above) and comparisons with

other local authorities and national statistics where appropriate will be undertaken to inform any decision to formally review the policy.

- **Review Policy:** Where monitoring indicators suggest that amendments to the LDP would be beneficial, the Council will consider modifying the Plan as appropriate.

## 5. LDP Review

5.1 The Council is required to undertake a full review of its LDP at intervals not longer than every 4 years from initial adoption of the Plan, unless AMR outcomes indicate otherwise. Any such review should draw upon: the content of the published AMRs; updated evidence and surveys; and, pertinent contextual indicators, including relevant changes to national policy.

## 6. Summary of Key Outcomes

6.1 The following provides an overview of the key findings from the first AMR:

- The 2016 Joint Housing Land Study (JHLAS) indicates that 516 new homes were completed during the monitoring period 1st April 2015 to 31st March 2016;
- The 2016 JHLAS indicates that the Council has a housing land supply of 4.1 years. This represents an improvement on the previous study which indicated a land supply of 3.7 years;
- In relation to affordable housing 217 dwellings have been permitted during this first AMR period;
- Planning permission was granted for 4.99 Ha on employment land allocated within the LDP during this first AMR period.
- Vacancy rates within the identified Retail Frontage's are as follows:

Carmarthen	-	7%
Llanelli	-	17%
Ammanford	-	5%

- As a result of the requirement of the Housing (Wales) Act 2014 a Gypsy and Traveller Accommodation Assessment has been undertaken to identify if there is a need for a Gypsy and Traveller site. This assessment, will on receiving Welsh Government approval, require the local authority to meet any identified need by exercising its powers under Section 56 of the Mobile Homes (Wales) Act 2013, so far as may be necessary to meet those needs;
- In relation to the Welsh language no planning permissions were granted contrary to the provisions of Policy SP18.
- With regard to the Caeau Mynydd Mawr SAC and its relationship with growth requirements, by the end of the AMR period, 32.27ha of land in good condition was being managed on 14 different sites. A further 42.86ha of land was also rated in good condition giving a total of 75.13ha (source: PIMS Action progress reports 2015-2016).
- No planning permissions for 'highly vulnerable' developments were permitted within



the C1 or C2 flood zones as identified on the (TAN15) Development Advice Maps where it was contrary to Natural Resources Wales advice.

- Planning permission has been granted for schemes that have the potential to contribute a total of 45.79 MW of renewable energy within the County; and
- Minerals data indicates that the current hard rock landbank for Carmarthenshire is 55 years with a sand and gravel landbank of 18.3 years.

## 7. AMR Conclusions

7.1 In considering all the available evidence and the outcomes of the monitoring indicators set out within the LDP monitoring framework, it is in general considered that the Plan is moving in the right direction in terms of the achieving its objectives. It is recognised that challenges remain in relation to the delivery of housing growth and housing land supply, with the downturn in the economy having had a significant and lasting effect on house building both nationally and locally.

7.2 Therefore, it is concluded that the LDP Strategy remains sound, albeit delivery is slower than anticipated; however there is no need for intervention at this time, in the form of either a partial or full review.

7.3 At this time the first review remains for late 2018 in accordance with the requirements for such a review 4 years after adoption.

## 8. Next Steps

8.1 The AMR will in accordance with the Council's statutory duty be submitted to the Welsh Government, and published on the Council's website by 31st October. This publication will be accompanied by an informal consultation which will afford interested parties the opportunity to comment on the key issues raised. Whilst not a statutory requirement, such a consultation provides an important opportunity for views to be submitted, and where appropriate for those views to contribute to the content of subsequent AMR's.

DETAILED REPORT ATTACHED ?

YES

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Llinos Quelch**

Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

### 1. Policy, Crime & Disorder and Equalities

The AMR in monitoring the implementation of the LDP's policies and provisions builds on the links and strategic compatibility between it and the **Integrated Community Strategy for Carmarthenshire 2012-17**. In this respect the as components of the LDP, are key factors in the delivery of the outcomes, particularly **Supporting Opportunities for the Building of Economically Viable and Sustainable Communities**. Through land use planning policies, the LDP seeks to promote the principles of sustainability and sustainable development by facilitating the creation of communities and local economies which are more sustainable providing access to local services and facilities and reducing the need to travel.

The integration of sustainability as part of the preparation of the LDP is reflected in the undertaking of a Sustainability Appraisal and Strategic Environmental Assessment reflecting national and international legislative requirements. The AMR is considering matters of sustainability further monitors the outcomes of the Plan in light of the Sustainability Appraisal indicators.

The AMR considers key national legislative changes including the requirements emanating from the Wellbeing and Future Generations Act and the implications for the LDP.

## 2. Legal

The preparation and publication of the AMR ensures the Council meets its requirements in respect of the Planning and Compulsory Purchase Act 2004 which requires each Local Planning Authority to prepare an Annual Monitoring Report (AMR) on its LDP. It also fulfils the requirements of the section 76 of the Act in keeping all matters under review that are expected to affect the development of its area. The Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government, and publication on the Carmarthenshire County Council's website by 31st October each year following plan adoption.

## 3. Finance

Financial costs are covered through the financial provisions in place - including reserves. Should an early review of the Plan be required as a result of future AMR's then additional financial provision may be required to meet the ongoing costs associated with legislative requirements arising from its production, including evidence gathering and examination costs

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Llinos Quelch

Head of Planning

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

1. Local Member(s) - None

2. Community / Town Council - None

3. Relevant Partners - None

4. Staff Side Representatives and other Organisations - None

**Section 100D Local Government Act, 1972 – Access to Information**

**List of Background Papers used in the preparation of this report:**

<b>Title of Document</b>	<b>File Ref No.</b>	<b>Locations that the papers are available for public inspection</b>
<b>Carmarthenshire Local Development Plan</b>		<a href="http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/">http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/</a>
<b>Supplementary Planning Guidance</b>		<a href="http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUk">http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUk</a>

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# Chapter 1

## Executive Summary

### Background

1.1 Under section 76 of the Planning and Compulsory Purchase Act 2004, local planning authorities are required to monitor the implementation of their adopted Local Development Plan (LDP) by preparing an Annual Monitoring Report (AMR).

1.2 This is the first AMR following the Council's formal adoption of the Carmarthenshire LDP on the 10th December 2014.

1.3 This AMR covers the period of 1st April 2015 to 31st March 2016 and is required to be submitted to Welsh Government by 31st October 2016. Ongoing AMRs will continue to be based on the period 1<sup>st</sup> April to 31st March.

1.4 The AMR provides the basis for monitoring the effectiveness of the LDP and determines whether any revisions to the Plan are necessary. It aims to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are operating and functioning effectively. The AMR also allows the Council to assess the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence plan implementation or review.

1.5 The impacts of the Plan are at this stage largely limited in nature and any conclusions are preliminary at this early stage of plan implementation. This AMR provides a baseline for future comparative analysis from which successive AMRs will be able to evidence emerging trends.

## Key Outcomes

### Contextual Changes

1.6 In assessing the performance of the LDP, it is necessary for the AMR to consider any national, regional and local contextual changes that have occurred in the preceding year and to consider the consequential impact of these changes on the LDP which may necessitate a review of the Plan.

### National Context

1.7 The following key documents are considered:

- Planning (Wales) Act 2015
- Well-Being and Future Generations Act 2015
- Environment (Wales) Act 2016
- Historic Environment (Wales) Act 2016
- The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015
- Local Development Plan Manual – Edition 2 - August 2015
- Planning Policy Wales (Edition 8) January 2016
- Technical Advice Note (TAN) 1: Joint Housing Land Availability Studies (January 2015)
- Technical Advice Note (TAN) 12: Design (March 2016)
- Proposed changes to Technical Advice Note 20: Planning and the Welsh Language
- Proposed changes to Planning Policy Wales Chapter 10 and Technical Advice Note 4: Retail Centre Development

1.8 Whilst at a national level some of these identified changes are profound in terms of the future direction of planning within a Welsh context, none have direct and immediate implications for the implementation of the LDP. In this respect, the implications of some of the contextual changes will take place over the longer term, particularly as some of these are just proposals at present. Subsequent AMRs will therefore continue to provide updates on relevant contextual material and give further consideration to any changes which could

affect the Plan's future implementation. Consequently, whilst there will need to be diligence in monitoring currently there is no need for an early review of the Plan.

### **Regional Context**

1.9 Carmarthenshire is part of The Swansea Bay City Region and encompasses the Local Authority areas of Pembrokeshire, City and County of Swansea and Neath Port Talbot and these play a critical regional role. The City Region in bringing together business, local government and a range of other partners has published The Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030. The role of the LDP in guiding and supporting the City Region's aspirations will be central to its success and its continued progress will be monitored.

### **Local Context**

1.10 There is a synergy between the LDP and the Integrated Community Strategy which is exemplified through the commitment to a sustainable Carmarthenshire, with the LDP providing a land use expression to this objective.

1.11 The requirement of the Wellbeing and Future Generations Act is for the Council as representative of the Public Service Board to prepare Well-being Plans and it will be monitored to ensure continuity of purpose and content with the LDP.

**1.12 The Transformations: Strategic Regeneration Plan for Carmarthenshire – 2015-2030** document sets out the regeneration strategy for Carmarthenshire's which builds on the opportunities for growth and investment that emerge from the policies and provision of the LDP. This in turn reflects Carmarthenshire as a confident, ambitious and connected component of the Swansea Bay City Region.

1.13 The Council's progress in relation to the preparation of a Community Infrastructure Levy will form part of ongoing monitoring. The outcomes of forthcoming consultations and future iterations of the charging schedule will be considered in future monitoring reports.



## Local Development Plan - Policy Monitoring

1.14 Chapter 3 considers how the Plan's strategic policies and general policies are performing against the identified key monitoring targets and whether the LDP strategy and objectives are being delivered. An overview of the key findings is set out below:

- The 2016 Joint Housing Land Study (JHLAS) indicates that 516 new homes were completed during the monitoring period 1st April 2015 to 31st March 2016;
- The 2016 JHLAS indicates that the Council has a housing land supply of 4.1 years. This represents an improvement on the previous study which indicated a land supply of 3.7 years;
- In relation to affordable housing 217 dwellings have been permitted during this first AMR period;
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- Vacancy rates within the identified Retail Frontage's are as follows:

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- As a result of the requirement of the Housing (Wales) Act 2014, a Gypsy and Traveller Accommodation Assessment has been undertaken to identify if there is a need for a Gypsy and Traveller site. This assessment will, on receiving Welsh Government approval, require the local authority to meet any identified need by exercising its powers under Section 56 of the Mobile Homes (Wales) Act 2013, so far as may be necessary to meet those needs;
- Welsh Language – No applications have been approved within linguistic sensitive areas which have required mitigation to be put in place.
- With regard to the Caeau Mynydd Mawr SAC and its relationship with growth requirements, by the end of the AMR period 32.27ha of land in good condition was being managed on 14 different sites. A further 42.86ha of land was also

rated in good condition giving a total of 75.13ha (source: PIMS Action progress reports 2015-2016).

- No planning permissions for 'highly vulnerable' developments were permitted within the C1 or C2 flood zones as identified on the (TAN15) Development Advice Maps where it was contrary to Natural Resources Wales advice.
- Planning permission has been granted for schemes that have the potential to contribute a total of 45.79 MW of renewable energy within the County; and
- Minerals data indicates that the current hard rock landbank for Carmarthenshire is 55 years with a sand and gravel landbank of 18.3 years.

### **Sustainability Appraisal (SA) Monitoring**

1.15 The Strategic Environmental Assessment Directive requires local authorities to undertake Strategic Environmental Assessment (SEA) as part of the preparation of the LDP. In addition to this, the LDP Regulations requires a Sustainability Appraisal (SA) to be undertaken.

1.16 Some of the tangible outcomes to emerge from the review included confirmation of the designation of three separate Air Quality Management Areas (AQMAs) in Llandeilo, Carmarthen and Llanelli respectively. There are challenges in terms of ecological and carbon footprint, with the County's figure of 3.36 compared with the Wales average of 3.28. There are 3,856 low carbon energy projects identified in Carmarthenshire out of a total of 51,503 nationally. These include projects harnessing solar, wind and other renewable energies to produce around 328GWh of green energy within the County.

1.17 Whilst none of the indicators are deleted, it should be noted that the commentary column makes it clear where information is unavailable and/or not applicable. In some instances information is no longer available (or relevant); in other instances the data available is of insufficient detail to enable useful monitoring. There will be opportunities to work alongside colleagues in Corporate Policy in future years to develop an integrated review of the social, economic and environmental baseline.

## **Conclusions and Recommendations**

1.18 This AMR is the first monitoring report prepared since the adoption of the LDP in December 2014. The findings of the AMR provide an important opportunity for the Council to assess the effectiveness of the Plan and to determine whether or not it needs to be reviewed. In considering all the evidence, the Council has assessed performance in line with the monitoring indicators set out in this AMR. It is considered that the Plan is moving in the right direction in terms of the achieving its objectives. It is recognised that challenges remain in relation to the delivery of housing growth and housing land supply, with the downturn in the economy having had a significant and lasting effect on house building.

1.19 Therefore, it is concluded that the LDP Strategy remains sound, albeit delivery is slower than anticipated; however there is no need for intervention at this time, in the form of either a partial or full review. At this time the first review remains to be looked at in late 2018 in accordance with the requirements for such a review 4 years after adoption.

## Chapter 2

### Introduction

#### Background

2.1 The provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005, placed a requirement on Carmarthenshire County Council as the Local Planning Authority to prepare a Local Development Plan (LDP) for its administrative area. The LDP was adopted at the meeting of County Council on the 10<sup>th</sup> December 2014 and sets out the Authority's policies and proposals for the future development and use of land. The LDP superseded the previous Unitary Development Plan (UDP) and is used to guide and control development providing the foundation for consistent and rational decision making. In doing so, it provides a measure of certainty about what kind of development will, and will not, be permitted in particular locations during the Plan period. The Plan area excludes the part of the County contained within the Brecon Beacons National Park, where the Park Authority should be contacted in respect of the development plan and development proposals in that area.

#### Requirement for LDP Monitoring

2.2 **The Planning and Compulsory Purchase Act 2004** requires each LPA to prepare an Annual Monitoring Report (AMR) on its LDP following adoption and to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government, and publication on the Carmarthenshire County Council's website by 31st October each year following plan adoption. The preparation of an AMR is therefore an integral component of the statutory development plan process.

2.3 Regulation 37 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 requires an AMR to identify any policies specified that are not being implemented.

2.4 Where such a policy is identified the AMR must include a statement identifying:

- The reasons why the policy is not being implemented;
- The steps (if any) that are intended to be taken to enable the policy to be implemented; and
- Whether a revision to the plan to replace or amend the policy is required.

2.5 The AMR is also required to specify:

- The housing land supply from the current Housing Land Availability Study; and
- The number (if any) of net additional affordable and general market dwellings built in the LPA's area.

### **Content and Structure**

2.6 The AMR is the main mechanism for measuring the implementation and the success of the Plan's policies and will report on issues which impact upon the Plan's objectives. The AMR will also analyse the effectiveness and continued relevance of the Plan's policies in the light of national policy and circumstantial changes. The findings of the AMR could result in amendments to policies in order to improve their effectiveness and in more extreme cases could result in a review of part, or of the whole Plan.

2.7 Monitoring is a continuous part of the plan making process. It provides the connection between evidence gathering, plan strategy and policy formulation, policy implementation, evaluation and plan review. It also, through the publication of the AMR,

assists in improving the transparency of the planning process, and keeps stakeholders, the community and business groups informed of development plan issues.

2.8 The LDP Manual supplements the above requirements for monitoring identifying the following headline aspects which could be usefully included in any AMR:

- Key findings;
- Significant contextual change;
- Sustainability monitoring;
- Strategy monitoring;
- Policy monitoring;
- Conclusions and recommendations.

2.9 It should be noted and as recognised through the LDP Manual that it is not realistic or necessary for all the LDP's policies to be monitored as this would lead to an unnecessarily large and complicated document. Consequently, the LDP through its monitoring framework and this AMR will assess the performance of policies in achieving the integrated plan objectives. It assesses the extent to which LDP strategies, policies and key sites are being delivered and is the main mechanism for reviewing the relevance and success of the LDP.

2.10 The content of the AMR is therefore as follows:

- **Executive Summary**
- **Introduction:** introducing the AMR, outlining the requirement for LDP and SEA/SA monitoring and the structure of the AMR.
- **Contextual Changes:** Setting out any changes in circumstances outside of the remit of the Plan including those relating to legislation and national Policy that could impact on the policy framework of the LDP.

- **LDP Monitoring framework:**
  - **LDP Monitoring:** Outline the findings of the Monitoring Framework including identification of policies in respect of the identified targets and triggers. Includes an assessment of any mitigating circumstances and where appropriate a recommended action to ensure the policies successful implementation.
  - **Sustainability Appraisal Monitoring:** Outline of the findings of the Plan's monitoring against the indicators identified in the SA/SEA.
  
- **Conclusions and recommendations:** Statement of any actions necessary as a consequence of the monitoring outcomes.

### **LDP Monitoring Framework**

2.11 The Monitoring Framework is set out in Chapter 7 of the LDP and comprises of a series of targets and indicators with defined triggers for further action. The Monitoring Framework was developed in accordance with the above Welsh Government Regulations and guidance on monitoring and was subject to consideration at the Examination in public and through the Inspector's Report into the Carmarthenshire LDP. The Monitoring Framework set out within the LDP forms the basis of the AMR.

2.12 This AMR utilises a traffic light system in monitoring its policies. This allows a readily available visual interpretation on the success, or otherwise, however this should be qualified through an understanding of the accompanying explanatory narrative. In this respect those circumstances where a monitoring indicator has not met its target or where an assessment trigger has been activated this indicator is considered to assess the conditions influencing its failure to meet the target and the impacts on policy implementation.

Policy target is being achieved or exceeded.	
Policy target not currently being achieved as anticipated but it does not lead to concerns over the implementation of the policy.	
Policy target is not being achieved as anticipated with resultant concerns over implementation of policy.	
No conclusion to be drawn – limited data available.	

2.13 The following options are available to the Council in association with each of the indicators and their triggers. The AMR will assess the severity of the situation associated with each indicator and recommend an appropriate response.

- **Continue Monitoring:** Where indicators are suggesting that LDP policies are being implemented effectively and there is no cause for a review.
- **Officer / Member Training required:** Where indicators associated with planning applications suggest that policies are not being implemented as they were intended and further officer or Member training is required.
- **SPG / Development Briefs required:** Whilst the Council will be preparing SPG and Development Briefs throughout the Plan period, indicators may suggest that further guidance should be provided to developers on how a policy should be properly interpreted. Additionally, should sites not be coming forward as envisaged, the Council will actively engage with developers / landowners to bring forward Development Briefs on key sites to help commence the development process.
- **Policy Research / Investigation:** Where monitoring indicators suggest the LDP policies are not being as effective as intended, further research and investigation including the use of contextual indicators (as outlined above) and comparisons with



other local authorities and national statistics where appropriate, will be undertaken to inform any decision to formally review the policy.

- **Review Policy:** Where monitoring indicators suggest that amendments to the LDP would be beneficial, the Council will consider modifying the Plan as appropriate.

### **Plan Review**

2.14 To ensure that there is a regular and comprehensive assessment of whether plans remain up to date or whether changes are needed, the LPA is required to commence a full review of its LDP at intervals not longer than every 4 years from initial adoption of the Plan. Any such review should draw upon: the content of the published AMRs; updated evidence and survey; and, pertinent contextual indicators, including relevant changes to national policy. The review will identify whether or not the LPA will be required to change its Development Plan.

### **Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011)**

2.15 The SA-SEA (SA) Report, which accompanies the Adopted LDP, identifies baseline indicators for SA monitoring. Reference should be made to Chapter 3 where the SA monitoring for this AMR is set out.

2.16 It is considered that the SA monitoring can inform the overall analysis of the performance of the LDP. The SA monitoring process should not be undertaken in isolation of the Plan's monitoring. It should assist in informing an overall picture in terms of the condition of the County in environmental, economic and social condition.

### **Contextual Information**

2.17 In considering the performance and implementation of the LDP, it is necessary to also consider any contextual changes that have occurred during the previous year which may have affected the delivery of the Plan. This includes local, regional and national

considerations, recognising that the LDP should not be considered in isolation, and that its delivery may be impacted upon by a range of external and other factors.

2.18 This AMR will identify relevant changes to national planning policy where there may be implications for the LDP, thereby furthering an understanding of those considerations likely to impact on the future delivery of the Plan.

2.19 Additionally, it will identify the factors that may have influence on the implementation of the LDP. This will be supplemented through additional reference to contextual changes within the policy monitoring outcomes:-

- National Context;
- Regional Context; and
- Local Context.

### **National Legislative and Policy Context**

#### **Planning (Wales) Act 2015**

2.20 The Planning (Wales) Act 2015 gained Royal Assent on 6 July 2015. It sets out a series of legislative changes to deliver reform of the planning system in Wales, to ensure that it is fair, resilient and enables development.

2.21 In terms of the development plan, the Act seeks to strengthen the 'plan led' approach with the LDP retaining a fundamental role. It further supplements the current plan led system by introducing a legal basis for the preparation of a National Development Framework (NDF) and Strategic Development Plans (SDPs) at a regional level to address cross-boundary issues such as housing, employment, waste and transport. Whilst it is noted that the spatial extent of any prospective SDPs remain unclear and their geographical extent are not currently defined, the strategic plans will only apply to areas of greater than local significance (notably Cardiff, Swansea and the A55 corridor).

2.22 The following further considers the above changes in relation the Development Plan system:

### **National Development Framework**

2.23 The NDF once prepared will form the national development plan for Wales and will replace the Wales Spatial Plan. It will set out key planning policy provisions to provide a direction to all levels of the development plan framework. There should be 'conformity' with its provisions.

2.24 The NDF is expected to cover: the key areas of change for housing; economic development and sector growth and implications for places; renewable energy opportunities; areas of significant natural resources; electrification of rail lines, road schemes and connectivity; infrastructure development of national significance; and the Welsh Language.

2.25 Local planning authorities will be required to review their LDP as soon as possible following the publication of either an SDP or NDF to ensure it is in general conformity. This is particularly prevalent where new policies or issues have arisen. In circumstance where an LDP is not shown to be in general conformity, a revision will be required.

2.26 It is anticipated that the WG will look to consult on the Draft NDF in 2017 with approval anticipated in 2019. The implications of this program and the content of any future NDF will be considered in subsequent AMRs.

### **Strategic Development Plans**

2.27 As stated above, the Act introduces powers to designate strategic planning areas as well as establishing strategic planning panels. The Panels, whose membership is defined within guidance, will be responsible for preparing an SDP within a regional/sub-regional strategic context. However, it is not anticipated that there would be complete Wales coverage in terms of the designation of SDPs.

2.28 It is anticipated that SDPs will consider specific strategic elements such as housing, employment, transport, Gypsy and Traveller provision, minerals and waste. It should be noted however, that this list is not exhaustive or indeed inclusive in terms of its requirements.

### **Local Development Plans**

2.29 LDPs in their current form will no longer be required within areas covered by an SDP, rather what is termed as a 'light touch' LDP will be prepared. Such light touch plans will cover matters not contained within the SDP as appropriate. It should be noted however that an SDP could cover a County in part and therefore a more detailed LDP could still be needed for the part not covered by the SDP.

### **Place Plans**

2.30 Local Planning Authorities will be expected to work with those Community and Town Councils who wish to prepare a Place Plan. Such plans may relate to a thematic aspect or site specific guidance to supplement the policies and proposals in an adopted LDP. Place Plans must however be in conformity with the LDP and may form Supplementary Planning Guidance (SPG) to the Plan. It should be noted that there is no statutory requirement in relation to the preparation of such Plans.

2.31 The Act makes provision to improve resilience. The act will allow the Welsh Ministers to direct local planning authorities to work together and for local planning authorities to be merged.

2.32 Taken together with proposed changes to secondary legislation, policy and guidance, the act will:

- Support delivery of the homes, jobs and infrastructure that Wales requires;
- Provide opportunities to protect and enhance our most important built and natural environments;
- Support the use of the Welsh language.

2.33 The Act, in setting out a statutory purpose for planning in Wales, requires local planning authorities, the Welsh Ministers and other public bodies, (when undertaking any development plan or development management functions) to contribute to improving the well-being of Wales as part of carrying out sustainable development. The provision provides a direct link to the requirements to carrying out sustainable development in accordance with the Well-being of Future Generations (Wales) Act 2015 and complements the aims and objectives of that Act.

2.34 In Development Management terms, the Act introduces a number of measures including:

- a pre-application service and standard pre-application fees;
- a pre-application consultation with community and statutory consultees on certain developments;
- applications to the Welsh Ministers for Developments of National Significance and the option for applications to be made directly the Welsh Ministers where a Council has been designated as poorly performing by WG;
- the Welsh Language as a material consideration;
- the requirement for Notification to be given to the Council before development commences;
- changes to the size of planning committees and a national scheme of delegation;
- new planning application validation processes and appeals;
- removing the ability to vary a planning application once an appeal is submitted;
- more stringent powers relating to enforcement action, including powers to decline retrospective applications for development subject to enforcement; and
- a trigger of events to prohibit the registration of town and village greens.

#### **LDP Implications**

The provisions of the Act, whilst not immediately impacting upon the LDP and this AMR, will be monitored - particularly in terms of the increased emphasis it places on development plans in the form of the NDF and prospective SDPs, with cross border discussions central in that regard.

### **Well-Being and Future Generations Act 2015**

2.35 The Well-Being and Future Generations Act (WFG) received Royal Assent in April 2015. It has an overarching aim of requiring all public bodies in Wales that are subject to the Act to work in a way that improves economic, social, environmental and cultural well-being with a view to helping create a Wales that ‘we want to live in now and in the future’.

2.36 The Act puts in place a ‘sustainable development principle’ which directs organisations how to go about meeting their duty under the Act. This means that the body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

2.37 The Act provides the legislative framework for the preparation of Local Well-being Plans which will replace the current Integrated Community Strategy. Given that the promotion of sustainable development is an underlying principle of the LDP, there are clear associations between the aspirations of both the Plan and Act/Well-being Plans. The Act introduces a series of well-being goals to strive towards in pursuit of sustainable development.

2.38 Local planning authorities are required to take into account the well-being plans in the preparation of LDPs and the making of planning decisions.

2.39 Reference is made to the contextual commentary in relation to the Planning (Wales) Act 2015.

#### **LDP Implications**

The requirements emerging from the duties set out in the Act will be developed in future AMRs and as part of any review and revision of the LDP. In this respect, the full requirements emanating from the Act will be known as will be the level of compatibility with the identified Well-being Plan.

## **Environment (Wales) Act 2016**

2.40 The Environment (Wales) Act received Royal Assent on 21 March 2016. It delivers against the Welsh Government's commitment to introduce new legislation for the environment.

2.41 Key parts of the act are as follows:

- Part 1: Sustainable management of natural resources – enables Wales' resources to be managed in a more proactive, sustainable and joined-up way.
- Part 2: Climate change – provides the Welsh Ministers with powers to put in place statutory emission reduction targets, including at least an 80% reduction in emissions by 2050 and carbon budgeting to support their delivery.
- Part 4: Collection and disposal of waste – improves waste management processes by helping us achieve higher levels of business waste recycling, better food waste treatment and increased energy recovery.
- Parts 5 & 6: Fisheries for shellfish and marine licensing – clarifies the law in relation to shellfisheries management and marine licensing.
- Part 7: Flood & Coastal Erosion Committee and land drainage – clarifies the law for other environmental regulatory regimes including flood risk management and land drainage.

2.42 The policy statement places a duty on Welsh ministers to prepare, publish and implement a statutory National Natural Resource Policy (NNRP).

### **LDP Implications**

The need to monitor the implications emerging from the implementation of the Act will impact across a number of the Plan's policy areas- from Waste Management to the Natural Environment. Where applicable, these will be considered within the relevant policy monitoring tools and will feature in future AMRs as the requirements become clearer.

### **Historic Environment (Wales) Act 2016**

2.43 The Historic Environment (Wales) Act was passed by the National Assembly for Wales on 9 February 2016 and became law after receiving Royal Assent on 21 March 2016.

2.44 The Historic Environment (Wales) Act 2016 has three main aims:

- to give more effective protection to listed buildings and scheduled monuments;
- to improve the sustainable management of the historic environment; and
- to introduce greater transparency and accountability into decisions taken on the historic environment.

2.45 The Act amends the two pieces of UK legislation — the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings and Conservation Areas) Act 1990. These currently provide the framework for the protection and management of the Welsh historic environment. The Act also contains new stand-alone provisions relating to historic place names; historic environment records and the Advisory Panel for the Historic Environment in Wales.

#### **LDP Implications**

Regard will be given to the content of the Act and its emerging requirements, including secondary legislation and the Draft Technical Advice Note 24: Historic Environment, within future AMRs and as part of any review and revision of the LDP.

### **The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015**

2.46 This legislation amends the 2005 Regulations in order to simplify the LDP procedures. The amendments are in response to the outcomes of the LDP process refinement exercise.



2.47 Key amendments include the following:

- Site allocation representations (also known as alternative site) stage – this created confusion and did not add value to the LDP process. The Regulations abolish the need to consult on the alternative sites following the deposit consultation stage.
- It was considered that not being able to amend small issues in the plan without going through a full revision process could lead to wasting resources. The Regulations introduced a short-form revision process for use where it appears to the LPA that the issues involved are not of sufficient significance to warrant the full procedure.
- It allows for review of part or parts of the plan, prior to a revision taking place.
- The Regulations introduce a requirement that the LDP sub-title indicates the end of the period in relation to which the LDP has been prepared.
- Removes the requirement to publicise matters by adverts in the local paper.

2.48 Further amendments seek to assist with clarity and transparency in parts of the procedure. These include setting out how the candidate site process, review report process and the initial consultation report work.

#### **LDP Implications**

The content of the amended Regulations will inform future considerations in relation to the LDP process including requirements for the Plan's revision and review.

#### **Local Development Plan Manual – Edition 2 - August 2015**

2.49 In amending the original version, the 2015 manual proposes a more integrated approach to incorporating sustainability appraisal, explains changes relating to candidate and alternative site procedures and to the tests of soundness, and expands the advice on plan review and revision.

**LDP Implications**

The content of the revised manual will inform future considerations in relation to the LDP process including requirements for Plan revision and review.

**Planning Policy Wales (Edition 8) January 2016**

2.50 Revisions to Chapter 2 take account of related amendments to the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, to the guidance in the Local Development Plan Manual (Edition 2, 2015) and to the withdrawal of Local Development Plans Wales: Policy on Preparation of LDPs (2005).

2.51 Chapter 4 has been updated to take into account the Well-being of Future Generations (Wales) Act 2015, including the seven well-being goals and the sustainable development principle. The description of legislative requirements for sustainable development in the planning system has also been updated. Updates also reflect the Welsh language provisions of the Planning (Wales) Act 2015 which strengthen the consideration given to the Welsh language in the planning system.

2.52 The introduction of a new chapter integrating the Welsh Government's planning policies for minerals development previously set out in Minerals Planning Policy Wales (2001), into PPW. No changes to existing policy have been made as part of this integration exercise and Minerals Planning Policy Wales has been cancelled as a result.

**LDP Implications**

The requirements emerging through the provisions of the Well-being of Future Generations (Wales) Act 2015 will be considered in subsequent AMRs to ensure the continued alignment of the LDP and its provisions. The implications and requirements emerging from the latest Edition of PPW will be considered and discussed in relation to the relevant policy monitoring areas.

### **Technical Advice Note (TAN) 1: Joint Housing Land Availability Studies (January 2015)**

2.53 Whilst published prior to this monitoring period, this supersedes the cancelled previous TAN (2006) and process Guidance Note (2012) and emerged post LDP adoption (2014). Key revisions in guidance relate to the linking of the Joint Housing Land Availability Study (JHLAS) to the AMR and that land supply should be calculated against the residual requirements of the adopted LDP. The TAN also provides step-by-step guidance on producing a JHLAS and the format of the JHLAS Report itself.

2.54 The TAN advises that: *“Where the AMR identifies a shortfall in the required 5-year housing land supply the local planning authority should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part.”* Matters in relation to the Carmarthenshire JHLAS are considered further within the relevant monitoring areas.

#### **LDP Implications**

The requirements of the TAN have been implemented with the Joint Housing Land Supply according with its provisions.

### **Technical Advice Note (TAN) 12: Design (March 2016)**

2.55 The publication of this TAN supersedes the previous TAN12 and circular 16/94: Planning Out Crime, which are consequently cancelled. The TAN sets out advice and information on a number of related areas including: the definition of design for planning purposes, design considerations such as access, local planning authority design policy and advice, the process for preparing design and access statements and information on how to achieve sustainable buildings.

#### **LDP Implications**

The content of the TAN will inform future considerations in relation to the LDP process including requirements for Plan revision and review.

### **Proposed changes to Technical Advice Note (TAN) 20: Planning and the Welsh Language**

2.56 The draft TAN20 was published for consultation within the period for submission of comments closing on the 30th March 2016. It should be noted that the Authority provided a written response in relation to this consultation. Once finalised, it will supersede the current iteration published in 2013. The proposed changes set out within the draft TAN seek to reflect the provisions of the Planning (Wales) Act 2015 as well as incorporating elements of the existing TAN20 Practice Guidance.

2.57 The Planning (Wales) Act introduces, for the first time, legislative provision for the Welsh language in the planning system. Taken together, Sections 11 and 31 ensure that the Welsh language is given consistent and appropriate consideration in both the preparation of development plans, and the making of planning decisions.

2.58 Planning Policy Wales (PPW) has been updated to reflect and take account of the Planning (Wales) Act 2015 with the revised Chapter 4 setting out the Welsh Government's planning policy on the Welsh language.

2.59 The main proposed changes in relation to TAN20 relate to the following matters:

- The link between planning for the Welsh language through land-use planning and community planning. The key driver for Local Planning Authorities (LPA) to consider the Welsh language in their Local Development Plans is now the planning legislative framework – not the Single Integrated Plan (SIP).
- Providing clarification that decision makers may take the language into account where it is material to the application. The Act clarifies that the Welsh language may be a consideration for decision-makers where it is material to the application.
- Allow Language Impact Assessments (LIA) in certain specified circumstances. The TAN acknowledges that the LDP preparation process cannot foresee every development that is proposed, and it is therefore proposed to allow LPAs to

conduct a LIA for certain windfall developments. These circumstances would normally be limited to residential developments of 10 or more dwellings in areas identified in the LDP as being of linguistic sensitivity or significance.

#### **LDP Implications**

The content of the final TAN will inform future considerations in relation to the LDP process including requirements for Plan revision and review. A future review of the LDP will consider the approach to the Welsh Language.

2.60 The final TAN where it results in a requirement to re visit the LDP in terms of its policy content (including the adopted SPG on the Welsh language), along with a review of its evidence base, will be undertaken in accordance with the guidance.

#### **Proposed changes to Planning Policy Wales Chapter 10 and Technical Advice Note 4: Retail Centre Development**

2.61 The changes to the above specifically relate to the WG's current national planning policies for retail development and retail centres. The revised policy provisions reflect evidence gathered by the WG and have been influenced by contributions provided through a Technical Advisory Group consisting of representatives from local planning authorities, industry bodies and representative groups.

2.62 The WG's aim is to ensure that it reflects their objective that the vitality, attractiveness and viability of established town centres should be enhanced.

2.63 The principal areas of change in PPW relate to the following:

- revised objectives for retail planning policy including the need for flexibility in responding to market changes;

- stronger emphasis on the need for retail policies to be framed by a retail strategy in LDPs which is complemented by masterplans and place plans to assist in the delivery of the strategy;
- the requirement for LDPs to set-out a locally-derived hierarchy of centres;
- clearer guidance on uses subject to the sequential test; and,
- revised policies for dealing with new uses and centres undergoing change and a consistent approach to terminology.

2.64 TAN4 has been comprehensively revised reflecting the publication of the original guidance back in 1996. The draft is consequently updated and reflects and supports the guidance set out in the updated draft of PPW Chapter 10. TAN4 provides further technical advice on the following topic areas:

- retailing objectives;
- centre hierarchies;
- retail strategies, masterplans and place plans;
- retail needs tests;
- the sequential test;
- retail frontages;
- changes of use and development management; and,
- monitoring indicators.

2.65 Both the revised TAN and PPW introduce and provide greater clarity on the use of LDOs in retail and town centre context.

**LDP Implications**

The content of the final TAN and the revisions to PPW will inform future considerations in relation to the LDP process including requirements for Plan revision and review.

### **The 2014-based sub-national population projections**

2.66 The publication in September 2016 of the 2014-based sub-national population projections presented a first opportunity, post LDP adoption, to assess population change within a Welsh and Local Authority level. This publication falls outside the monitoring period of this AMR and the matter will consequently be considered within the 2016/2017 AMR.

#### **LDP Implications**

This will be fully considered under subsequent LDP Annual Monitoring Reports.

### **Regional**

#### **Swansea Bay City Region**

2.67 The Swansea Bay City Region encompasses the Local Authority areas of Pembrokeshire, Carmarthenshire, City and County of Swansea and Neath Port Talbot. It brings together business, local government and a range of other partners, working towards creating economic prosperity for the people who live and work in our City Region. The Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030 sets out the strategic framework for the region aimed at supporting the area's development over the coming decades.

#### **LDP Implications**

The LDP in recognising the important regional contribution of Carmarthenshire, makes provision through its policies and proposals for employment development, with the economy an important component of the Plan's Strategy. The emerging role of the City Region will be a consideration to ensuring the continued compatibility in a strategic context.

### **Local Context**

#### **Carmarthenshire's Integrated Community Strategy 2011 – 2016**

2.68 Carmarthenshire's Integrated Community Strategy (ICS) sets out a vision for the County from 2011 to 2016. A variety of organisations from all sectors in Carmarthenshire worked together through the Local Service Board to develop this Strategy which will try to address the challenges facing the County in the next few years. The Strategy sets a clear

direction for the Council's actions and describes the commitment made by all partners in the County. The Vision is for a: **“Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities.”**

2.69 There is a synergy between the LDP and the ICS with the respective Visions closely aligned. The synergy between the documents is exemplified through the commitment to a sustainable Carmarthenshire, with the LDP providing a land use expression to this objective.

2.70 As stated above, the requirements of the Wellbeing and Future Generations Act will be monitored to ensure continuity of purpose and content between future iterations of both documents. These ways of working will continue to look to the long term, taking an integrated approach, working with others.

2.71 Well-being Plans will replace the community strategy/single integrated plan and will provide part of the evidence base and context for future LDPs and any Strategic Development Plans.

#### **LDP Implications**

The LDP will remain a key tool to deliver the well-being plan and there are clear advantages in terms of efficiency, engagement and outcomes to undertake both processes together. The progression towards the Wellbeing Plan and the recent transference from the Local Service Board to the Public Service Board will be considered in subsequent AMRs to ensure the continued alignment of these two core Plans.

#### **Transformations: Strategic Regeneration Plan for Carmarthenshire – 2015-2030**

2.72 This document sets out Carmarthenshire's regeneration strategy, building on the opportunities for growth and investment emerging from the policies and provision of the LDP. This in turn reflects Carmarthenshire as a confident, ambitious and connected component of the Swansea Bay City Region.



**LDP Implications**

The LDP represents a key component in the delivery of the Council's regeneration objectives and there are clear advantages in terms of efficiency, engagement and outcomes in continuing the synergy between what are shared strategic priorities.

**Community Infrastructure Levy (CIL)**

2.73 The Council is currently consulting on its CIL Preliminary Draft Charging Schedule. The outcomes and consideration of future meetings of County Council will continue into the next LDP monitoring period during which is anticipated that ongoing evidencing will be gathered as CIL progresses towards Examination.

**LDP Implications**

The progress of the CIL for Carmarthenshire and any subsequent implications for the LDP will be given further consideration in successive AMRs as and where appropriate

**The Carmarthenshire Context**

**Spatial Influences**

2.74 Carmarthenshire is a diverse County with the agricultural economy and landscape of the rural areas juxtaposed with the urban and industrial south-eastern area. Around 65% of the population reside on 35% of the land in the south and east of the County. The main urban centres are Llanelli, Ammanford/Cross Hands and Carmarthen. The County also has a number of other settlements of various sizes and many of them make notable contributions to the needs and requirements of their community and the surrounding area. These are supplemented by a large number of rural villages and settlements which are self-sufficient in terms of facilities and services.

2.75 The LDP builds upon the spatial characteristics and diversity of the County and its communities and seeks to consolidate the existing spatial settlement pattern.

2.76 The focus of the current spatial form and resultant distribution of existing housing and employment provision is within the established urban centres of Llanelli, Carmarthen, and Ammanford/Cross Hands. The focus on these settlements as identified 'Growth Areas' reflects their respective standing and their sustainability and accessibility attributes. The Growth Areas exhibit good accessibility through connections to the strategic highway network and the rail networks as well as public transport.

2.77 The characteristic rural and urban split typifies the variability within communities and settlements and their historic and future roles. This is exemplified by the predominantly south eastern urban areas and their post industrial needs in terms of regeneration. The challenges faced by such settlements are often of a marked difference in terms of scale to those of rural areas, which face separate challenges in respect of depopulation and the agricultural industry. This encapsulates the diversity of Carmarthenshire's communities and settlements which are diverse in character, scale and role with a settlement's size not always reflective of its role.

### **Distribution of Growth**

2.78 The distribution of growth is based on a settlement's position within the LDP hierarchy which could not be predicated on a simplistic interpretation of distribution (for example, across all tier 3 settlements on an equal basis). This equally applies within the Growth Areas, or indeed any other tier in the settlement hierarchy, where each has manifestly different issues and considerations within the context of their importance in strategic terms and the function they perform.

2.79 There are a number of considerations that influence the release of land for development across the County, notably:

- Environmental - in the form of flood risk considerations. Many of the larger settlements are situated adjacent to the sea and/or rivers. Also worthy of note are

areas of nature conservation importance - including those within the Llanelli/Burry Port and Cross Hands areas;

- Social considerations - including areas of cultural and linguistic value in terms of the Welsh language, as well as areas of deprivation.

2.80 The richness of Carmarthenshire's natural, built and cultural environment is an important spatial consideration in planning for the future of the County, particularly in terms of the potential for growth and the siting of development. The County includes sites designated at the international level to protect and enhance important nature conservation value, as well as striking landscapes and distinctive historic towns and villages. The importance of the County's built heritage is borne out by the 27 conservation areas, 470 Scheduled Ancient Monuments (ranging from Prehistoric to post - Medieval/Modern features of cultural historic interest) and the large number of listed buildings. There are also a number of designated sites for nature conservation and biodiversity importance, including 7 Special Areas of Conservation, 3 Special Protection Areas, 1 Ramsar site, 82 Sites of Special Scientific Interest, 5 National Nature Reserves, 5 Local Nature Reserves and 7 registered landscapes.

## **Economic Indicators**

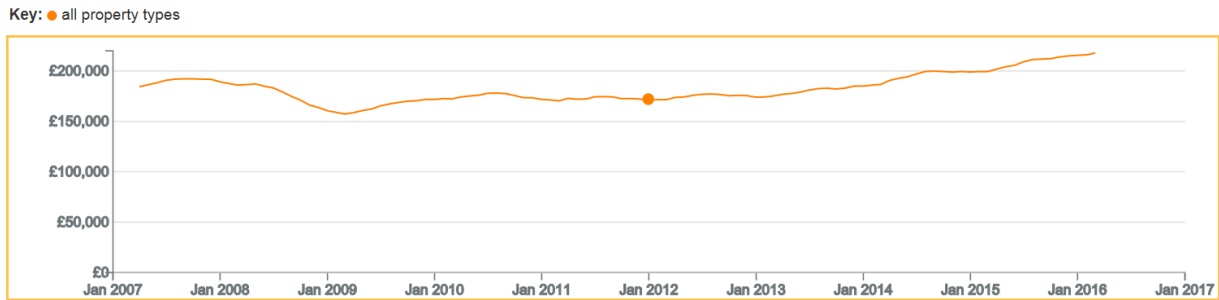
### **Housing**

2.81 The economic downturn post-2008 has at a national level had a significant impact on housing provision in the UK as a whole, and has in turn impacted confidence and delivery at a local level. Indeed it was only in February 2015 that the England & Wales house price index recovered back to the pre-crash level experienced in 2007, with prices continuing to rise through to the end of this monitoring period (see figure 1 below). However, this recovery has yet to uniformly manifest itself across Wales with the average house price of £141,617 at March 2016 - below that of the peak of £150,316 in August 2007.

2.82 Within a Carmarthenshire context, average house prices have not recovered to the pre-recession high of £149,515 (December 2007), with an average price in March 2016 of

£124,904 (see figure 2 below). This is comparable to many local authorities across the country, with the Wales figure of £141,647 to some extent distorted by improved recoveries within specific Council areas.

Figure 1 Average price: England and Wales from April 2007 to March 2016



Source: Land Registry

Figure 2 Average price: Wales from April 2007 to March 2016



Source: Land Registry

Figure 3 Average price: Carmarthenshire from April 2007 to March 2016



Source: Land Registry

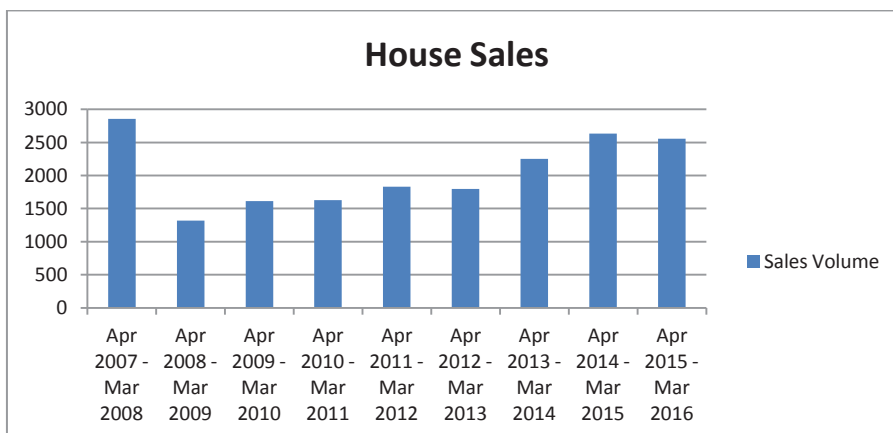
2.83 The inevitable impact of the recession on house-building has been felt across Wales, and whilst showing improvements in the 6,789 completions during 2015-16, it is still some way below the pre-crash peak of 9,334 in 2006-07.

2.84 Housing delivery within Carmarthenshire during the Plan period has fallen short of the annual level necessary to meet the Plan requirement. However, it should be noted that much of this has been in a challenging economic climate and also that the actual effect of the LDP in terms of delivery is still to be experienced with most houses that were built over the last year having been permitted under the old UDP. Nevertheless, post LDP adoption, the 2016 JHLAS identifies an improvement in land supply terms with availability increasing to 4.1 years with completions also achieving their highest level at 590 since 2011 (640). With national house-builders maintaining, and in the case of some renewing their interest in Carmarthenshire, there is a confident and positive future for the delivery of housing growth within the County.

### House Sales

2.85 As indicated within the following graph, there has been a gradual recovery in property sales following the drop from its peak in 2007/2008. This gradual recovery has seen sales return to a consistent level, albeit just below that of 2007.

**Figure 4 House Sales: Carmarthenshire from April 2007 to March 2016**



Source: Land Registry

## **Population and Household Projections**

2.86 In formulating the LDP, regard was had to Planning Policy Wales (PPW) and its considerations in relation to the assessment of housing requirements. Specifically, paragraph 9.2.2 of PPW identifies that the starting point for the assessment of housing requirement within a development plan should be the Welsh Government's 2006 based population projections. During the preparation of the LDP, these projections were then further supplemented by the 2008 and 2011 WG based projections.

2.87 The 2006 WG-based projections identified a requirement of 17,900 dwellings during the Plan period. The Council, in considering the appropriateness of the WG projections commissioned Edge Analytics to undertake an assessment of these projections, and also produced a number of other population and household projection scenarios for the County within the plan period. As a result of this reassessment, a scenario based on future net migration assumptions (based upon the 5 years of evidence 2005-2009) and the 2009 Carmarthenshire mid-year estimate was selected as the most appropriate basis for consideration within the LDP.

2.88 This scenario at the time used the most recent evidence to derive its assumptions on future migration streams, but struck a balance between the very high net migration experienced mid-decade and the estimated migration level in 2009, which recorded the lowest net-migration to Carmarthenshire since 1993. This became known as Scenario 3 within the Council's evidence base.

2.89 In applying the above, a housing requirement of 15,197 dwellings for the plan period was identified for the LDP.

2.90 In February 2014, the Welsh Government (WG) published the 2011-based Household Projections for Wales. These identified a significant reduction in the forecast numbers of dwellings required within Carmarthenshire during the remainder of the plan period 2011-2021. In this respect, they differ significantly from

- (a) 2006-based projections
- (b) 2008-based projections as well as,
- (c) the Council's own projections (which were utilised in the LDP).

2.91 The implication of the 2011-based Household Projections was subject to consideration as part of the Examination into the Plan. As such, reference is made to the examination documents and the Inspector's Report, where the impact of the projected lower growth requirements emerging from the 2011-based Household Projections is further discussed. However it was accepted in the Inspector's Report that the LDP would progress using the Council's Scenario 3 projections.

2.92 There is a clear need to monitor the situation and take account of the results of future AMRs with regards to undertaking a short or full review of the LDP. At this first AMR stage, and having considered the above as part of the examination process, it is too early to consider if the 2011-based projections represent an ongoing trend, or if they were a reflection of the prevalent economic context for the period during which they were prepared.

### **Economy**

2.93 Economic activity data for Carmarthenshire, and at an all Wales level from 2011 to this first annual monitoring period, shows in terms of economic activity, improvements in recent years. This culminates in a 5 year high of 75% for the County in 15/16 and is comparable to the all Wales performance.

Figure 5 Annual Labour Market Summary (Residents aged 16-64) – Economic Activity Rate

	Carmarthenshire		Wales	
	Economic Activity Rate	Economic Inactivity Rate	Economic Activity Rate	Economic Inactivity Rate
April 2011-March 2012	74.2%	25.8%	73%	27%
April 2012-March 2013	71.7%	28.3%	73.9%	26.1%
April 2013-March 2014	73.5%	26.5%	75.3%	24.7%
April 2014-March 2015	74%	26%	74.4%	25.6%
April 2015-March 2016	75%	25%	75.3%	24.7%

Source: StatsWales

2.94 The above increases in economic activity do not raise any implications of significance for the LDP. Such economic indicators will be considered in subsequent AMRs and any potential implications recorded and considered.

2.95 An Employment Land Review will be published in due course which will further consider the performance of the economy in Carmarthenshire in terms of the take up and activity levels on existing and allocated employment sites.

### **Welsh Index of Multiple Deprivation**

2.96 The Welsh Index of Multiple Deprivation 2014 (WIMD) (November 2014 (revised August 2015)) is the Welsh Government’s official measure of relative deprivation for small areas in Wales. It is designed to identify those small areas where there are the highest concentrations of several different types of deprivation. Deprivation is the lack of access to opportunities and resources which we might expect in our society. This can be in terms of material goods or the ability of an individual to participate in the normal social life of the community.



2.97 The WIMD, has been developed to support the effective local targeting of resources and policy. It provides the official measure of relative deprivation for small areas in Wales. Carmarthenshire has 112 LSOAs (Lower Super Output Areas). The results from WIMD show that Carmarthenshire has 25 LSOAs that are within the 30% most deprived areas in Wales. The majority of these areas (60%) are located in the Llanelli region (15 LSOAs) with 20% in the Amman area (5 LSOAs), 12% in the Gwendraeth area (3 LSOAs) and 8% located in the Carmarthen area (2 LSOAs).

Figure 6 **Percentage of LSOAs by deprivation rank category - Overall Index (2014) (Carmarthenshire)**

% LSOAs ranked in the 10% most deprived LSOAs in the Overall Index	4
% LSOAs ranked in the 10-20% most deprived LSOAs in the Overall Index	11
% LSOAs ranked in the 20-30% most deprived LSOAs in the Overall Index	22
% LSOAs ranked in the 30-50% most deprived LSOAs in the Overall Index	53
% LSOAs ranked in the 50% least deprived LSOAs in the Overall Index	47

2.98 Carmarthenshire has the following percentages of its 112 LSOAs in the deprivation brackets:-

- 5 areas that are in the 10% most deprived in Wales
- 7 areas in the 20% most deprived
- 13 areas highlighted as being in the 30% most deprived in Wales

2.99 The area which is ranked as the most deprived area in Carmarthenshire is Tyisha 2 and the area which is ranked as least deprived is Hendy 1.

2.100 Analysis of the data informs us that in some areas, whole electoral wards are among the 30% of the most deprived areas in Wales, namely Ammanford, Felinfoel, Glanymor, Glanamman and Tyisha.

2.101 In terms of Access to Services, Cynwyl Gaeo in Carmarthenshire is the area which is the most deprived in Wales, followed very closely by Llanegwad 2 and Trelech which are the 4th and 5th most deprived in Wales respectively.

2.102 Whilst not subject to a monitoring indicator in relation to the LDP, it is considered prudent to continue to monitor the deprivation across the County and the Plan's strategy and its policies and provisions can play an important role in addressing the issues that arise.

## Chapter 3 Monitoring Indicators Spatial Strategy

### **1 Monitoring Policy Target: 85% of all housing developments permitted should be located on allocated sites.**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
% of overall housing permissions which are on allocated sites.	85% of all housing developments permitted every year should be located on allocated sites.	The proportion of dwellings permitted on allocated sites deviates 20% +/- the identified target.	54% of all housing developments permitted were located on allocated sites.
<p><b>Analysis</b> - This monitoring indicator measures the number of applications received on large sites (i.e. sites of five or more) against whether they are located on allocated sites or non-allocated sites.</p>			
<ul style="list-style-type: none"> <li>The survey reveals that 54% of the units which were permitted on large sites were located on allocated sites, falling below the target of 85%. This, in part can be explained by the fact that LDP windfall sites were previously allocated in the UDP but taken out of the LDP. Some of these sites have taken time to go through the planning process i.e. the signing of S106 agreements / or overcoming planning issues and therefore the timing of planning approvals have fallen within this AMR period.</li> <li>The adopted LDP is still in its infancy - Out of the 30 allocated sites that have seen permissions granted, only 5 of these sites were on new allocated LDP sites, while the remainder were either existing UDP allocations or windfall sites prior to the adoption of the LDP. It is expected that more LDP allocated sites will come forward in the next few years.</li> </ul>			
<p>Of the LDP allocated sites, outline planning permission was granted for 338 units (48%) and reserved matters or full permission was granted for 360 units (52%).</p>			
<p><b>Conclusion</b> - In future monitoring periods, it is anticipated that a greater percentage of permitted sites will be on LDP allocated sites as the LDP will be the only policy framework considered for future applications.</p>			
<p><b>Future steps to be taken (if necessary)</b> - Continued monitoring.</p>			

**2 Monitoring Policy Target: The following proportions of dwellings to be permitted on housing allocations as follows:**

- Growth Areas 62%
- Service Centres 10%
- Local Service Centres 12%
- Sustainable Communities 15%

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016		
				Target	Actual
Proportion of housing permitted on allocations per tier of the settlement hierarchy.	The distribution of dwellings to be in accordance with the proportions specified in the target.	The distribution of dwellings in Growth Areas, Service Centres and Local Service Centres deviates 20% +/- the proportions specified in the target. The distribution of dwellings in Sustainable Communities deviates 10% +/- the proportions specified in the target.	Growth Areas	62%	67.3%
			Service Centres	10%	3.6%
			Local Service Centres	12%	17.1%
			Sustainable Communities	15%	15.2%
<b>Analysis</b>					
684 units have been granted permission during the monitoring period, with the distribution of units generally in accordance with the policy target.					

### **Growth Areas**

The majority of the housing permitted during the monitoring period on allocations has been made within the Growth Areas. Although the LDP's strategy is to target the majority of growth to these areas, the target of 62% of units to be permitted within Growth Areas has been slightly exceeded by 5.3%. There are a few large sites which have contributed to this which include: Genwen Road / Llys Pendderi , Llanelli (GA2/h45 & 46) – 240 units; West Carmarthen (GA1/MU1) - 114 units; Land adjacent to Pant y Blodau, Penygroes (GA3/h35) – 79 units.

### **Service Centres**

Limited number of housing allocations granted planning permission. The majority of the units come from the Mixed Use site in Burry Port (T2/1/MU1) with an estimated 20 units.

### **Local Service Centres**

Local Service Centres have a slightly higher proportion than the target which is mainly due to a large contribution from one site: Land adjacent to Clos Ty Gwyn, Hendy (91 units).

### **Sustainable Communities**

The target for Sustainable Communities has been met, which is made up of ten sites, the largest contributions coming from Land adjacent to Maes Glasnant, Cwmffrwd (SC18/h3) – 28 units; and Adjacent Wood End, Llanmiloe (SC13/h3) – 28 units.

### **Conclusion**

The target has generally been met, although there needs to be a better balance in relation to the service centres.

To achieve this, one of the largest sites in the Service Centres T2/2/h1 – Llandeilo Northern Quarter (215 units) has an adopted SPG in place and the Council has undertaken a marketing / planning policy guidance document for part of the site which is within the Council's ownership. It is anticipated that this document will act as a catalyst to support the release of other parcels of land within this allocation.

### **Future steps to be taken (if necessary)**

The council will be contacting individual landowners / developers and their agents to emphasise the requirement and expectation of all allocations within the adopted LDP to be brought forward and delivered during the plan period. Opportunities will be provided for landowners / developers and their agents to

meet and discuss individual sites with officers of the authority to identify any issues that may exist along with discussing potential mechanisms to drive delivery.

Additionally, the Forward Planning Section is working closely with internal colleagues from Regeneration and Policy to assist in the marketing and disposal of Council owned sites which includes a potentially high proportion of the allocations with the Service centres.

### 3. Monitoring Policy Target: Bring forward the availability of strategic employment sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Permissions for, or availability of on site or related infrastructure which facilitates delivery of strategic employment sites (ha) as listed in Policy SP4.</p>	<p>By 2018, all the strategic employment sites are considered to be immediately available or available in the short term i.e. the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.</p>	<p>By 2018 all the strategic employment sites are not immediately available or available in the short term.</p>	
<p><b>Analysis:</b> Three strategic employment sites have been identified within the LDP (Policy SP4):</p> <ul style="list-style-type: none"> <li>- Dafen, Llanelli</li> <li>- Cross Hands East</li> <li>- Cross Hands West Food Park</li> </ul> <p>In total the land allocated for these three sites amounts to 40.9Ha. Although the monitoring target of 2018 is still some time away, there has been a clear progression towards delivery of all or parts of these three sites.</p> <p><b>Dafen Llanelli</b></p> <p>Full Planning Permission has been granted for an Air Ambulance facility, including office accommodation on part of the site taking up 1.63Ha. This was under construction within the AMR period, and has been subsequently completed in the Summer of 2016.</p>			

### **Cross Hands East**

Outline Permission has been granted on the whole site (9.22Ha) for the proposed development of an industrial park, including the development of business & industrial units (use classes B1 & B8), offices business incubator units, a hotel, a business central hub, resource centre, energy centre, central green space, parkland. A Reserved Matters permission to the original outline has subsequently been granted enabling development of the internal access road and development plot plateaus.

The construction of the plot layout and the road and associated infrastructure of Phase 1 has been implemented with the provision of a notional nine development plots. Expressions of interest have been received and a developer's day is scheduled to further promote its availability. The site is identified as a strategic site as part of the Swansea Bay City region. A further phase consisting of up to five larger plots is subject to an application to the Welsh Government for funding as part of a broader City Region bid.

A separate planning permission has been granted on part of the Cross Hands East site for a tyre fitting and vehicle maintenance depot. This has since been built and is currently operational.

### **Cross Hands West Food Park**

Consent was granted for a Food Processing Plant on the portion of the allocation south west of Castell Howell Foods. 'Celtica Foods', part of Castell Howell is part of a multi-million pound expansion project that will see emphasis on the Company's Welsh meat brand 'Celtic Pride'. The site occupies 2.09 Ha and operations have already commenced. Some of the site is incidental green space, with the potential for expansion of operations in the future. The other permission is for the north west portion of the allocation (covering 2.35 Ha) and is for a single storey food grade industrial building with associated two storey office element and external service yards and car parking. These have also already been constructed. There is further space available for expansion on land within the planning permission - an estate spine road already services this northern end of the site. Consequently, in total the elements of this employment allocation that have already been delivered amounts to 4.44ha.

### **Conclusion:**

Strong progress has been made in delivering the 3 strategic employment sites.

**Future steps to be taken (if necessary):** Continue monitoring. Maintaining and continuing a strong integration of LDP and regeneration objectives in driving investment and delivery.



## Sustainable Development

### 4 Monitoring Policy Target: By 2021 32% of the development on housing allocations will be delivered on previously developed sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Permissions for residential development on previously developed housing allocations.</p>	<p>29% of dwellings permitted on allocated sites should be on previously developed allocations.</p> <p>Information gathered on an annual basis. The annual monitoring figure noted above takes into consideration the number of dwellings already completed on previously developed allocated sites.</p>	<p>Less than 29% (with an additional variance of 20% under the target figure to allow for flexibility) of dwellings are permitted through housing allocations on previously developed land over a period of two years.</p>	<p>10% of dwellings on housing allocations have been permitted on previously developed land.</p>
<p><b>Analysis</b> 10% of the housing permitted on allocated sites has been on previously developed sites during this AMR period. A number of large Greenfield sites have come forward during this period, for example: Genwen Road, Llanelli (GA2/h45), Land south of Llys Pendderi, Llanelli (GA2/h46), West Carmarthen (GA1/MU1) and Land adjacent to Clos Ty Gwyn, Hendy (T3/7/h3) which has skewed the percentages in favour of Greenfield.</p>			
<p><b>Conclusion</b> It is not considered that there is any concern with a low figure for permissions on PDL at this stage, particularly given the amount of development that has taken place early within the Plan period.</p> <p>In addition AMR 2 will provide further indication of the make-up of planning permissions within the County, which would then represent the two years of the</p>			

monitoring policy target prior to the consideration of the assessment trigger.

**Future steps to be taken (if necessary)**

Continue to monitor

**5 Monitoring Policy Target: No highly vulnerable development should take place in C1 and C2 flood risk zone contrary to PPW and TAN15 guidance**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Amount of highly vulnerable development (by TAN15 paragraph 5.1 development category) permitted in C1 and C2 flood risk zones not meeting all TAN15 tests (paragraph 6.2 i-v).	No applications permitted for highly vulnerable development in C1 and C2 flood risk zone contrary to NRW advice.	1 application permitted for highly vulnerable development in C1 or C2 flood risk zone contrary to NRW advice. Note: The LPA will be required to refer all applications which they are minded to approve for the development of emergency services or highly vulnerable development, where the whole of the land where the development is proposed to be located, is within C2 flood zone, to the Welsh Ministers. In the case of residential development, the threshold for notifying the Welsh Ministers is set at 10 or more dwellings, including flats.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.
<p><b>Analysis</b> 41 highly vulnerable development applications were permitted during this AMR period, however not one application was approved contrary to NRW advice</p>			
<p><b>Conclusion</b> Target met.</p>			
<p><b>Future steps to be taken (if necessary)</b> Continue to monitor</p>			

## 6 Monitoring Policy Target: Produce SPG on Sustainable Drainage Systems (SUDS)

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG on SUDS.		SPG not produced within 5 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Placemaking and Design was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation the responses received, and any amendments to the draft were presented to County Council on the 28<sup>th</sup> September 2016, at which time the SPG was formally adopted. .</p> <p>The SPG seeks to guide and promote high quality and sustainable design aimed at securing high quality development, which reflect the character, and the requirements of Carmarthenshire. It should be noted that this SPG includes matters in relation to Landscape and Special Landscape Area design, as well as Sustainable Drainage Systems (SuDS), and as such fulfils the requirement for their preparation as contained within Appendix 3 of the LDP.</p> <p>The Authority will actively consider the Welsh Government Recommended non-statutory standards for sustainable drainage (SuDS) in Wales (January 2016) having previously provided a consultation response back in 2015. The Authority will also monitor whether the WG decides to commence the Flood and Water Management Act 2010 (Schedule 3). It should be noted that there is a well established approach in place within the Authority in relation to sustainable drainage with the Drainage Engineers providing a valuable input in this regard.</p> <p>The delivery of SuDS based approaches in the Llanelli area continued within this monitoring period. This includes the DCWW Rainscape investment scheme together with the ongoing commitment to the Memorandum of Understanding (MoU) in terms of securing betterment by removal of surface water. It should be noted that discussions are underway in relation to updating the MoU.</p>			
<p><b>Conclusion:</b> Target achieved.</p>			
<p><b>Future steps to be taken (if necessary):</b></p>			

## Housing

### 7 Monitoring Policy Target: Maintain a minimum 5 year housing land supply

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The housing land supply taken from the current Housing Land Availability Study (TAN1).	Maintain a minimum 5 year housing land supply.	Housing land supply falling below the 5 year requirement.	4.1 years
<p><b>Analysis</b></p> <p>The land supply calculations set out in the 2016 Joint Housing Land Availability Study shows that there is a 4.1 year housing land supply as at 1<sup>st</sup> April 2016.</p> <p>The 2015 Study was the first study to use the adopted LDP plan period as a basis for the residual calculation, and resulted in a 3.7 year supply. The increase in supply, albeit still falling below the required 5 year supply, has progressed in the right direction.</p> <p>The target to maintain a 5 year supply in line with Technical Advice Note (TAN) 1 is not currently being met, however it is not considered necessary to trigger a review at this stage for the following reasons:</p> <ul style="list-style-type: none"> <li>• The housing and population projections undertaken as part of the LDP were high. TAN 1 (January 2015) states that the residual method calculation must now be used solely as the method of land supply calculation. The residual method compares the quantity of land agreed to be genuinely available with the remaining housing requirement in the adopted LDP. As the projections were high, the remaining housing requirement is also high, resulting in a lower than expected land supply. In the past, a comparison has been done with the past build rate method, if this method was still in use, the rate would be in excess of 5 years.</li> <li>• Housing delivery has fallen generally over Wales in recent years, which has had an impact within Carmarthenshire. This can be put down partly to the economic recession and a slow market. Build rates are beginning to increase over the past few years but have not peaked to the levels seen in 2008.</li> </ul>			

2016	2015	2014	2013	2012	2011	2010	2009	2008
516	429	379	317	276	563	300	263	647

- Parts of Carmarthenshire are very rural and are characterised by a higher proportion of construction of small sites by individuals and local builders. The delivery and contribution of small sites to the study was not monitored in the past. An assumption has been made in the Plan that 74 units contribute to the housing supply each year. Small site monitoring has not been undertaken in the past and this is the first year that it has been monitored. The number of completions on small sites during the monitoring period is 92 units. This figure has not formed part of the Joint Housing Land Availability Report due to the timings of the study, but will feed into the 2017 Study.
- The Council believe that the land supply figure of 4.1 is not necessarily a true reflection of the amount of land genuinely available for development. In reality, there is a large amount of land potentially available than the figures represent due to the methodology prescribed in the forecasting of the land supply figures. These sites can be considered as potentially available as they have no physical constraints, but fall outside the five year classification as the site does not have a valid planning permission, or has permission subject to the signing of a S106 and has therefore fallen in category 3 or 4. These sites could therefore be brought forward at short notice; however various conditions would need to change in order for this to occur.
- The impact of the requirement for additional S106 contributions for housing developments is difficult to measure at this stage. The requirement, under Policy GP3 and set out in SPG, applies to all housing developments, where viable. Undoubtedly, this has had an impact on the smaller developer and self-builder and this will be monitored over time.
- New LDP allocations are beginning to feature in the JHLAS, for example Land adjacent Clos Ty Gwyn, Hendy (T3/7/h3) which is due to commence within AMR 2 - 2016/2017. It is expected over the coming years that further newly allocated sites will be granted planning permission and contribute towards the land supply.
- In order to encourage the deliverability of housing sites, contact will be made with landowners of allocated sites to explain that there is an expectation that allocated sites be delivered during the plan period.

#### **Conclusion**

Although the target of a 5 year land supply has not been met, there are a number of reasons for this as set out above. It is not considered that 4.1 years supply, at this stage, should trigger a review at present.

#### **Future steps to be taken (if necessary)**

It is considered that no further action is required at this stage due to the early stage of the Plan, however, the situation will be monitored closely.

**8 Monitoring Policy Target: Provide 15,197 dwellings by 2021**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The number of dwellings permitted annually.	1,405 dwellings permitted annually.	20% +/- 2,810 dwellings permitted in the first two years after adopting the Plan.	1,483 dwellings.
<p><b>Analysis</b></p> <p>The total number of dwellings permitted during the monitoring period is 1,483. The number of dwellings permitted on large sites (&gt;5 units) totals 1,284, this is made up of 835 units granted as part of outline applications and 464 as part of reserved matters or full applications. There are 15 units which have obtained outline and detailed permissions (reserved matters or full permission) during the same monitoring period. 199 units have been permitted on small sites (&lt;5 units), 54 of these have received outline permission and 150 reserved matters / full permission, and 5 units which have both outline and detailed planning permissions during the monitoring period.</p> <p>For the avoidance of doubt, the contribution of units which have received both outline and detailed planning permissions during the same AMR period have only been counted once to avoid double counting.</p> <p><b>Conclusion</b></p> <p>The target has been met.</p> <p><b>Future steps to be taken (if necessary)</b></p> <p>No action required.</p>			

## 9 Monitoring Policy Target: Provide 2,375 dwellings on windfall sites by 2021

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The number of dwellings permitted on windfall sites.	186 dwellings permitted annually on windfall sites.	20% +/- 372 dwellings permitted on windfall sites in the first 2 years after adopting the Plan.	784 dwellings.

### Analysis

The target of 186 dwellings being permitted annually on windfall sites has been exceeded. A total of 784 units have been granted on both large and small sites during the monitoring period.

#### Windfall Sites (Large sites)

593 units have been granted on large sites; 497 units received outline permission and 104 units received reserved matters /full permission. Of those 601 dwellings having permission, 8 units received both outline and detailed planning permissions during the monitoring period. For the avoidance of double counting, 8 units have been removed from the overall total.

#### Windfall sites (Small Sites)

199 units have been permitted on small sites, 54 of these have received outline permission and 150 reserved matters / full permission. Of the 204 units which received planning permission, 5 units received both outline and detailed planning permissions during this monitoring period. For the avoidance of double counting, 5 units have been removed from the overall total.

There are a number of explanations that can be given to the high level of windfall permissions during this AMR:

- 91% of the windfall units permitted during this AMR were previously allocated in the UDP and subsequently taken out of the LDP. Landowners have sought to either renew planning permissions, or sites have been approved on applications submitted immediately prior to the adoption of the LDP.
- The Former Grillo Site and Site 5 & 6 Burry Port Harbour have contributed a total of 364 units to the windfall provision. These sites were considered as allocations within the Deposit LDP, however concerns relating to flooding issues during the LDP process / examination identified that the sites should not be allocated in the adopted LDP. However, since these applications were submitted months prior to the LDP adoption, and due to the transitional



period of the UDP/LDP, the flooding issues were resolved and outline planning permission was subsequently granted on both sites.

- The number of small sites given permission is considered to be higher than expected. Small sites have not been monitored in the past, so it is unclear whether the number of small site permissions is normal, or down to the transitional period moving from the UDP to the LDP.

**Conclusion**

There are no concerns about the level of windfall permissions at this stage for the reasons stated above. In future monitoring periods, it is anticipated that a lesser number of permitted windfall sites will come forward as the LDP will be the only policy framework considered for future applications.

**Future steps to be taken (if necessary)**

Continue to monitor windfall sites.

## 10 Monitoring Policy Target: Provide a Gypsy and Traveller site to meet identified need within the Llanelli area

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The number of Gypsy and Traveller pitches required.	<p>Identify a Gypsy and Traveller site to meet identified need in the Llanelli area by 2016.</p> <p>Provide a Gypsy and Traveller site to meet identified need in the Llanelli area by 2017.</p>	<p>Failure to identify a site by 2016.</p> <p>Failure to provide a site by 2017.</p>	

### Analysis

A site has not been identified between the AMR period of 2015/2016.

Carmarthenshire County Council have recently completed the 2015 Gypsy and Traveller Accommodation Assessment (GTAA) which has sought to understand the accommodation needs of the Gypsy and Traveller population in Carmarthenshire. This has been through a combination of desk-based research and stakeholder interviews and engagement with members of the Travelling Community.

The identification of the site as part of the LDP has been on hold in order to complete and analyse the scale of the requirement of accommodation needs within the travelling community.

The GTAA must be granted approval by the WG minister and the Local Authority is awaiting the response from the minister which has been delayed given the Assembly elections and the appointment of a new minister.

If accommodation need is identified in the GTAA report, Section 103 of the Housing Act requires that a local authority must exercise its powers in Section 56 of the Mobile Homes (Wales) Act 2013 so far as may be necessary to meet those needs.

The Local Authority acknowledges that there is a level of need within Carmarthenshire, and following WG approval, it will then be in a position to identify the

requirements of a Gypsy and Traveller site, including the location needs and the number of pitches required. This should take place at the end of 2016 – early 2017. Further information will be provided in AMR2.

In the meantime, LDP criteria-based Policy H7 is used to consider any applications for Gypsy/ Traveller accommodation that may arise in Carmarthenshire. On this basis no further investigation is currently required.

**Conclusion**

No action is required at present. The LPA is part way to achieving the target.

**Future steps to be taken (if necessary)**

Continue to monitor and await the acceptance of the Gypsy and Traveller Accommodation Assessment by the Welsh Government.

## 11 Monitoring Policy Target: Monitor the need for Gypsy and Traveller transit sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The annual number of authorised and unauthorised Gypsy and Traveller caravans in the County.	No Gypsy and Traveller site recorded in one settlement for 3 consecutive years.	1 unauthorised Gypsy and Traveller site recorded in one settlement for 3 consecutive years.	
<p><b>Analysis:</b></p> <p>As part of the 2015 Gypsy and Traveller Accommodation Assessment (GTAA), the Local Authority has assessed the need for any transit sites or emergency stopping places to meet the needs of members of the Travelling Community who either travel permanently or for part of the year. The assessment sought to analyse records of unauthorised sites and encampments that were identified during the desk-based research, and sought to conduct interviews with Gypsies and Travellers on any sites that were present during the course of the study to identify whether their needs are for transit accommodation or the desire to settle down more permanently in any given locality. Data from the Traveller Caravan Count has also been considered as supporting evidence to the GTAA.</p> <p>Analysis of the recorded number of authorised and unauthorised caravans in Carmarthenshire for the 9 year period since 2006 shows a decrease in the number of authorised caravans from 114 to 69, and a gradual decrease in the number of unauthorised caravans from 20 to 5. As far as unauthorised caravans are concerned it is important to note that the July 2015 caravan count has been superseded as 4 pitches recorded on one of the unauthorised sites were granted planning permission in March 2015, and 11 pitches recorded on one of the unauthorised developments were made lawful in November 2015. This GTAA now records only caravans on 9 pitches on tolerated or unauthorised sites.</p> <p>Analysis of the Council's records of unauthorised encampments since 2013 shows that there have been a total of just 17 between April 2013 and October 2015. Of these 8 have been by a single family group that are known to the Council, 6 have been unknown families who have only stayed for a short period of time, and 1 was a group of Irish Travellers who stated that they had no permanent accommodation needs in Carmarthenshire.</p>			

Outcomes from the GTAA household interviews showed that less than 40% of households that were interviewed in Carmarthenshire felt that there was a need for more transit sites in Wales, and just 2 households stated that they had camped by the roadside/on an unauthorised encampment/on a transit site in Wales in the past 12 months.

**Conclusion:**

It is recommended at this stage that there is no need to provide a transit site in Carmarthenshire, however the Local Planning Authority along with colleagues from the Housing Division will continue to monitor the number of unauthorised encampments within the county, including its location and whether a single family group frequently reside at a particular location. It is noted that the indicator is subject to a 3 year monitoring target and as such progress will be monitored in future AMRs.

**Future steps to be taken (if necessary)**

To monitor the timing and location of any unauthorised encampments

## 12 Monitoring Policy Target: 2,121 no. of affordable dwellings permitted by 2021

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The number of affordable dwellings permitted.	226 affordable dwellings permitted in the first year of the Plan after adoption.  452 dwellings permitted in the first 2 years of the plan after adoption.	20% +/- 452 affordable dwellings not permitted in the first 2 years of the Plan after adoption.	217.3 units.

### Analysis:

In conjunction with the monitoring targets set out for Housing, the planning applications that have been approved during the AMR 2015/2016 have been further analysed. The tables below indicate the numbers of affordable housing units being permitted on housing allocation sites and windfall sites (large and small sites).

In understanding the context of the policy indicator, the number of units which have been approved at outline planning stage with an affordable housing policy target (i.e. 10% of the site) will be identified against the indicative number set out in the LDP, or in instances where the outline permission sets the affordable housing numbers, these are identified definitively.

Housing Allocations	
Type of Permission	Number of Affordable Units
Outline Permissions (with indicative numbers)	48 units
Outline Permissions (with numbers specified)	22 units
Full Planning and Reserved Matters	45 units

<b>Total</b>	<b>115 units</b>
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<b>Windfall Sites (large sites)</b>	
<b>Type of Permission</b>	<b>Number of Affordable Units</b>
Outline Permissions (with indicative numbers)	57.3 units
Outline Permissions (with numbers specified)	22 units
Full Planning and Reserved Matters	12 units
<b>Total</b>	<b>91.3 units</b>

<b>Windfall Sites (Small sites)</b>	
<b>Type of Permission</b>	<b>Number of Affordable Units</b>
Key Worker / Rural Enterprise Dwellings	11 units
Local Need	1 unit
<b>Total</b>	<b>11 units</b>

Total number of affordable housing for the AMR period 2015/2016 is **217.3 units**

The following number of affordable units from approved planning permissions have made, or will make a contribution towards affordable housing through a commuted sum contribution

Outline Permission with a UU for affordable housing (£ per square metre basis)	40 units
Full Planning or Reserved Matters Permission with a commuted sum contribution paid / to be paid	46 units

**Conclusion:**

With respect to the AMR period, the target number of affordable housing units which have been permitted has been successful with only 9 less units than the target set out in the LDP. Furthermore, this does not include the 86 units which have been subject to a form of legal agreement to safeguard commuted sum contributions toward affordable housing which is in line with the policy criteria set out in Policy AH1 of the LDP.

To further elaborate, within the 46 units which have been permitted on windfall (small sites) with a full planning permission or reserved matters during the AMR period, a total of **£259,387.32** was collected as commuted sum contributions. This sum can be used to support the delivery of affordable housing. Planning services are assisting colleagues in the Housing Services to maximise opportunities for affordable housing through the financial contributions collected.

**Future steps to be taken (if necessary):**

The Forward Planning Section is working closely with internal colleagues from Regeneration and Policy and Housing to assist in the marketing and disposal of Council owned sites which includes potential for additional affordable housing provision.

In considering subsequent AMR, the Local Planning Authority will need to be cautious of any duplication of numbers during the planning application searches for affordable housing. This first AMR has been used as the base for counting both outline and detailed applications, however in future years, it will be important not to double count outline permissions in one year which then have Reserved Matters Approval or other detailed permission in other years.



### 13 Monitoring Policy Target: Affordable Housing targets to reflect economic circumstances

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Affordable Housing percentage target in Policy AH1.	Target to reflect economic circumstances.	Should average house prices increase by 5% above the base of 2013 levels sustained over 2 quarters then the Authority may conduct additional viability testing and modify the targets established in Policy AH1.	
<p><b>Analysis</b></p> <p>In taking data from Hometrack, the number of house sales in 2013 totalled 1,833 with an average price of £139,455. Within the 12 months to July 2016, there were 2,188 house sales with an average price of £143,003. In considering the assessment trigger within this policy target, a 5% increase in average house price from 2013 levels would have been £146,427. Therefore the difference falls within the 5% limit.</p> <p>Another method of determining the success of the policy target is by considering both house sales and house valuations. Using data for sales and valuations, in 2013 there were 3,553 sales and valuations with an average price of £146,097. Within the 12 months up to July 2016, there were 3,754 sales and valuations, with an average price of £149,777. In considering the assessment trigger within this policy target, a 5% increase in average house price from 2013 levels would have been £153,402. Therefore the difference falls within the 5% limit.</p>			
<p><b>Conclusion</b></p> <p>It is noted that the valuations on market house prices which underpinned the provisions within the LDP in 2013 was based on Average sales prices. Whilst these represented a useful measure at that time, it is considered that in order to robustly inform future measurements in this indicator, and to avoid outcomes being skewed by extreme market activity, a range of different statistics including mean, upper and lower quartiles will be utilised as the baseline for future</p>			

AMRs. This baseline position will be set out in the 2016/17 AMR and measured against any changes which may have occurred during that monitoring period.

Nevertheless for the purposes of this AMR the data above shows limited change and based upon the two approaches above falls below the 5% trigger.

**Future steps to be taken (if necessary)**

The Local Planning Authority will continue to monitor various statistical evidence associated with house prices on a quarterly basis in order fully inform the requirements of the policy target.

This policy target can also be analysed against Policy Target 14, which looks at the percentage of affordable housing being achieved on all housing allocations and large windfall sites within the county.

**14** Monitoring Policy Target: Affordable dwellings to be permitted on housing allocations per sub-market areas as follows:

- Llandovery, Llandeilo and North East Carmarthenshire
- St Clears and Rural Hinterland
- Carmarthen and Rural
- Newcastle Emlyn and Northern Rural Area
- Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley
- Llanelli
- Ammanford / Cross Hands and Amman Valley

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
The number of affordable dwellings permitted on housing allocations per sub-market area.	The proportion of affordable dwellings permitted on residential allocations should be in accordance with Policy AH1 as follows:	The proportion of affordable dwellings permitted on residential allocations not in accordance with Policy AH1.	
	<ul style="list-style-type: none"> <li>• Llandovery, Llandeilo and North East Carmarthenshire – 30%</li> <li>• St Clears and Rural Hinterland – 30%</li> </ul>		<p>No housing allocations in this submarket area were approved during this AMR.</p> <p>SC13/h3 Land at Woodend, Llanmiloe– 4no. dwellings out of 28 dwellings to be affordable housing. This equates to a contribution of 14.4%.</p> <p>T2/6/h4 (Land adj to Aelybryn) W/33149. Payments made at outline stage prior to LDP at £12,000 per</p>

	<ul style="list-style-type: none"> <li>• Carmarthen and Rural 30%</li> </ul>		<p>plot.</p> <p>SC18/h3 (Land adjacent to Maes Glasnant)– 4no dwellings out of 28 to be affordable. Planning application number W/31450 (outline) and W33413 (Reserved Matters). This equates to 14.28%.</p> <p>SC31/h2 – Llanarthne School 2no. dwellings out of 10 to be affordable. Planning application W/22815 (outline) and W/29902 Reserved Matters). This equates to 20%.</p>
	Carmarthen West (20%)		Mixed Use allocation GA1/MU1 – 12no of dwellings out of 100 to be affordable. This equates to 12%.
	<ul style="list-style-type: none"> <li>• Newcastle Emlyn and Northern Rural Area – 20%</li> </ul>		<p>Two housing allocations granted planning permission during this AMR</p> <p>SC21/h1 Cilgwyn Bach, Pontwelly – 2no dwellings out of 14 to be affordable. This equates to 14.28%</p>

			<p>SC41/h1 Adjacent to Valley View, Llanfynydd -2no dwellings out of 14 to be affordable. This equates to 14.4%</p>
	<ul style="list-style-type: none"> <li>• Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley – 20%</li> </ul>		<p>Two housing allocations granted planning permission during this AMR. A payment of £14,300 was granted to one plot on SC37/h1 (Closy Parc, Five Roads) and a commuted contribution of £100,000 was received on housing allocation T3/2/h2 (adjacent to Roberts Rest, Ferryside). The contributions therefore totalled £114,300.</p>
	<ul style="list-style-type: none"> <li>• Llanelli – 20%</li> </ul>		<p>Housing Allocations GA2/h45 and GA2/h46 (Genwen Road and Llys Pendderi, Bryn) have been granted an outline permission with a 20% affordable housing target.</p>
	<ul style="list-style-type: none"> <li>• Ammanford / Cross Hands and Amman Valley – 10%</li> </ul>		<p>Housing Allocation T3/7/h3 (land adjacent to Close Ty Gwyn, Hendy) – 9no dwellings out of 91 to be affordable. This equates to 9.8%.</p> <p>Housing Allocation GA3/h35 (Adjacent to Pant y Blodau)– 8no of dwellings out of 79 to be affordable. This equates to 10.1%.</p> <p>Housing Allocation GA3/h19 (Land adjacent to Parc Fferws)– Low viability therefore no Affordable Housing Contribution.</p>

			<p>SC34/h4 (Adjacent to Meadow's Edge) - Single plot as part of a housing allocation. Affordable Housing contribution based on a £ per square metre basis.</p> <p>GA3/h43 (part) (Land at Parc Fferws) - Outline permission for 7 dwellings with 2 of those being affordable. This equates to 28.5% being affordable.</p> <p>GA3/h29 (Land off Llys y Nant, Llandybie)- Single plot as part of a housing allocation. Commuted sum of £7,039.20 given as part of the full permission.</p> <p>T3/7/h6 (Coed y Bronallt, Hendy) - Single plot as part of a housing allocation. Commuted sum of £38,536 given as part of the full permission.</p>
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**Analysis:**

In total 28 applications for residential development were approved on LDP housing allocation sites with 18 of those applications having a form of affordable housing contribution. The key consideration of this first Annual Monitoring Report is that the assessment is being carried out within the first 16 months of the LDP where many of the sites being granted approval are Reserved Matters permissions following previous outline permission under the UDP, and therefore a different policy consideration. Policy AH1 was not applicable in a large number of these cases. It is too early therefore to monitor true performance in relation to AH1.

Many of these Reserved Matters Approvals have been on sites of between 5-9 dwellings which have meant that previous outline permissions under the UDP would not have been liable to contributing towards affordable housing as the threshold was set at 10 dwellings.

Secondly, a number of the applications on allocated sites have been submitted on a plot by plot basis therefore the percentage target cannot be considered, therefore single plots have contributed to affordable through a commuted sum on a £ per square metre basis. These have been inputted for reference.

### Proportion of affordable housing

For those sub market areas which include the Growth Areas, they performed reasonably well against the affordable housing targets set in the LDP.

- Llanelli achieved a 20% target on outline permissions on two housing allocations at Genwen Farm and Land south of Llys Pendderi (GA2/h45 and GA2/46). This met the target set in the LDP.
- Carmarthen and Rural had two permissions in its 30% target area with a contribution of 14.28% and 20% whilst a site within the Carmarthen West mixed use scheme approved an application with a 12% affordable target against the LDP target of 20%.
- Ammanford / Cross Hands submarket area showed three applications on allocated sites with an affordable housing target whilst a fourth permission identified no affordable housing contribution owing to low / no viability. The three with an affordable housing contribution include a 9.9%, 10.1%, and 28.5% achieved target. The 28.5% figure for GA3/h43 is high but considered lower contributions on earlier phases, which has evened out the number of affordable units across the whole development scheme.
- The Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley sub-market area has two planning permissions which sought a combined commuted sum contribution of £114,300.
- The Llandovery, Llandeilo and North East Carmarthenshire shows no planning permissions on allocated sites during the first AMR.
- The Newcastle Emlyn and Northern Rural Area performed reasonably well with two approved planning applications setting a target of 14.28% out of the 20% target set in the LDP.
- St Clears and Rural Hinterland had two permissions within the submarket area with a commuted sum contribution of £12,000 per plot for 7 plots in Whitland which is a County Council owned site and a permission with a target of 14.28% was granted on a brownfield site in Llanmiloe, Pendine.

**Conclusion:**

The first AMR has identified a significant number of dwellings which have been brought forward with a valid planning permission from the UDP. As these have been progressed to more detailed consideration, the affordable housing targets cannot be used to capture these developments, owing to different policy considerations at the time under the former UDP.

In terms of the new sites which have come forward, the affordable target levels set in the LDP are only slightly higher than those being achieved on site. In view of this, it is not considered that there are any fundamental issues with the soundness of the target levels set in the LDP.

**Future steps to be taken (if necessary):**

As the LDP progresses it is considered that there will be more housing allocations coming forward with a percentage target within subsequent AMRs. This will be due to these applications being considered against the LDP policy rather than Reserved Matters applications from previous outline permissions granted under the UDP.



## Economy and Employment

### 15 Monitoring Policy Target: 111.13ha of employment land allocated by Policy SP7 is developed over the Plan period

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Permissions granted for development on employment land listed in Policy SP7.</p> <p>Permissions for, or availability of, on site or related infrastructure which facilitates delivery of employment sites (ha) as listed in Policy SP7.</p>	<p>25% of employment land allocated by Policy SP7 either attains planning permission or is available for development within the first 2 years of the Plan after adoption.</p> <p>For the purposes of monitoring employment land, 'available' shall be taken to indicate that the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.</p>	<p>Less than 25% of employment land allocated by Policy SP7, with an additional variance of 20% under the target figure to allow for flexibility, is permitted or available within 2 years of adoption. Annual narrative to describe progress towards delivery.</p>	<p>90% of the annual/ interim monitoring target has been met.</p>

#### Analysis:

The monitoring policy target relates to the amount of employment land that has been permitted or has become available within two years of adoption. As two years have not passed since adoption, it is not possible to work to make an accurate assessment of this target. However, from the data gathered since the adoption of the Plan it is clear that progress has been made to achieving the target.

During the monitoring period for this 1<sup>st</sup> AMR, planning permission was granted for 4.99 Ha of the employment land allocated within the LDP. However, if we add this figure to the amount of allocated land that has either gained planning permission, or has been developed during the LDP preparation process, the total amount of permitted/developed land rises to 24.93 Ha. This amounts to almost 90% of the annual / interim monitoring target for the first two

years (27.78 Ha). The amount of employment land which has received planning permission has nearly met the monitoring target.

**Conclusion:**

Clear progress has been made, further monitoring and reporting in subsequent AMRs will enable a clear picture as to whether the monitoring policy target will be met in subsequent years.

**Future steps to be taken (if necessary):**

Continue monitoring.

**16** Monitoring Policy Target: Produce SPG on Rural Enterprise

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 9 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b> Analysis: A SPG on Rural Development was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation the responses received, and any amendments to the draft were presented to County Council on the 28<sup>th</sup> September 2016, at which time the SPG was formally adopted.</p>			
<p><b>Conclusion:</b> Target Achieved.</p>			
<p><b>Future steps to be taken (if necessary)</b></p>			

## Retail

**17** Monitoring Policy Target: To ensure that vacancy rates within the Primary and Secondary Retail Frontage areas of the Growth Area towns do not increase to a level that would adversely impact on the vitality of those centres.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Annual vacancy rates of commercial properties within the Primary and Secondary Retail Frontage areas of the Growth Area towns.	Vacancy rates of commercial properties in the town centres of Carmarthen, Ammanford and Llanelli.	Monitor for information.	
<p><b>Analysis:</b></p> <p>The Council as part of its retail monitoring activity beyond this AMR, recognises the need to understand and track changing retail activities at both a county and local centre level. With this in mind, the Council has produced an update to the Carmarthenshire Retail Study which is available on the Council's website. This update builds on the previous 2009 Study and reflects the latest data and information on retail across the County in terms of both convenience (food retail) and comparison (non-food retail). The study updates the assessment of quantitative need for retail floor space throughout the remainder of the LDP period through to 2021.</p> <p>Town Centre retail surveys are also undertaken to ascertain current and changing activity in the defined town centres which include tracking vacancy levels and the proportion of non-retail uses.</p> <p>The vacancy rates are identified below by settlement and by the Primary and Secondary Frontage area:</p>			

	Primary Frontage		Secondary Retail Frontage	
	Total Units	Vacant Units (%)	Total Units	Vacant Units (%)
Carmarthen	155	9 (7%)	125	15 (12%)
Llanelli	84	14 (17%)	102	11 (11%)
Ammanford	46	2 (5%)	55	2 (4%)

### **Carmarthen**

The Town Centre of Carmarthen continues to exhibit a low vacancy level which in itself raises no specific concerns.

### **Ammanford**

As a retail centre Ammanford is notably smaller than those of either Carmarthen or Llanelli but it does nonetheless fulfil an important retail function. The vacancy levels as shown above are low, however experience over recent years indicates a town centre which is susceptible to regular turnover of occupancy.

Whilst not captured at the point of survey, there have since 31<sup>st</sup> March 2016 been a number of new vacant units - a position which will require careful monitoring in moving forward.

## Llanelli Town Centre

It is noted that within the Llanelli context, a number of 'hot spots' exist where vacancy has been an ongoing issue. Such areas are however the target of ongoing Council driven regeneration initiatives. In this respect, the Council has been successful in securing funding through the Welsh Government's Vibrant and Viable Places which has introduced a new regeneration fund with 3 key priorities for targeted investment:

- Town centres serving 21st Century towns;
- Coastal communities; and,
- Communities First clusters.

As part of the successful Vibrant and Viable Places £1 million was secured, along with circa £1.12 million also available through a successful bid for Pipeline funding and Council contributions. This has seen 7 properties purchased with 1 renovated with its retail floor space occupied and 2 where works have commenced. The occupied retail unit has proved successful linking into the deprivation aspects of the Vibrant and Viable Places agenda, with links to Communities First and the Steps Projects offering experience and opportunities within the community.

As a further response to the issues affecting Llanelli town centre and the recognition of the impact of both Parc Trostre and Parc Pemberton, consideration is being given to identifying a Local Development Order (LDO) within Llanelli Town Centre. The LDO will seek to consider and address issues of vacancy and activity on both ground and upper floors, and to examine the potential for alternative uses within a defined spatial area. Discussions with relevant parties and partners have commenced, however the Council is mindful that the LDO should be driven by a clear vision for the town centre. A report will be prepared and presented to Council outlining the outcomes of the discussions and the proposed scope, spatial extent, and component elements of any proposed LDO.

A Business Improvement District (BID) has been established within Llanelli town centre. Known as Ymlaen Llanelli, it is led by town centre businesses and aims to give businesses a stronger more collaborative voice and the power to lead change for the town centre.

Among its objectives the BID area will seek to:

- Improve access and parking in the town centre;
- Market Llanelli's distinctive assets and change perceptions;
- Advance safety and cleanliness; and
- Increase retail vibrancy and strengthen the business community.

Furthermore, a Task Force is currently in place with representatives from the Council, traders, Ymlaen Llanelli, community groups etc to look at in progress improvements in relation to the town centre.

**Conclusion:**

The retail position in terms of vacant units within the three identified centres whilst positive in relation to these monitoring outcomes nonetheless reflect the clear differential in terms of their scale and function.

- In this respect Carmarthen Town represents an important regional retail centre offering a broad retail offer ranging from major high street names through to local provision and exhibits a low vacancy rate which does not require any active interventions as a result of this AMR.
- Llanelli has however experienced a change in its town centre offer, but has attracted significant regeneration investment in recent years and there are corporate, political and business initiatives in place as part of its regeneration. It is however recognised that careful monitoring is required and a responsive approach through a potential LDO remains a considered option.
- Ammanford, whilst retaining a number of high street names with a range of local retailers, also indicated a low vacancy rate. However it has in recent years experienced a turnover in occupancy and as a consequence in order to ensure its ongoing vitality and viability, close monitoring will become necessary.

**Future steps to be taken (if necessary)**

To progress the consideration of a LDO for part of the Llanelli Town Centre and to undertake the necessary discussions.

To participate in forums and regeneration led initiatives aimed at ensuring that the vitality and viability in town centres is enhanced..



**18 Monitoring Policy Target: Maintain the integrity of the Primary Retail Frontage.**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Proportion of units in A1 retail use located in the Primary Retail Frontage as designated by Policy RT2.	65% or more of units within the Primary Retail Frontage are in A1 use.	Less than 65% of units within the Primary Retail Frontage are within A1 use with an additional variance of 10% under the target figure to allow for flexibility.	

**Analysis**

The Council as part of its retail monitoring regime beyond this AMR recognises the need to understand and track changing retail activities at both a County and local centre perspective. With this in mind the Council has produced an update to the Carmarthenshire Retail Study which will be made available on the Council’s website in due course. This update builds on the previous 2009 Study and reflects the latest data and information on retail across the County in terms of both convenience (food retail) and comparison (non food retail). The study updates the assessment of quantitative need for retail floor space throughout the remainder of the LDP period through to 2021.

Town Centre retail surveys are also undertaken to ascertain current and changing activity in the defined town centres - key components of which include tracking vacancy levels and the proportion of non-retail uses within the defined centres.

The proportion of units in non A1 retail use by Primary and Secondary Frontage areas are set out below. The details in relation to secondary frontage are included for completeness:

	Primary Frontage		Secondary Retail Frontage	
	Total Units	Non A1 (%)	Total Units	Non A1 (%)
Carmarthen	155	31(20%)	125	54 (43%)
Llanelli	84	22 (26%)	102	49 (48%)
Ammanford	46	12 (26%)	55	20 (36%)

Note: Non A1 includes units vacant at the time of survey.

In considering the above, it is clear that that the integrity of the Primary Retail Frontage is being maintained across the three designated centres. In this respect the trigger point has not been reached. The Council however, will continue to monitor the respective condition of its retail centres. Reference is made to the commentary set out above for the policy target in relation to vacancy levels within Primary and Secondary Retail Frontages. In this respect, the Council will respond as appropriate to those centres where evidence indicates there is a pressure on their vitality and viability.

In this respect, it is noted that Llanelli has experienced a significant change in retail terms. This has predominantly emerged as a result of the out of town retail developments at Parc Trostre and Parc Pemberton. It is however noted that whilst both the Primary and Secondary frontages perform relatively well in proportional terms for non retail activity, there are a number of areas where A1 retail is the predominant activity. This is typified by the Elli Centre where there is limited non retail. It is clear that localised issues in terms of greater non retail provision have emerged notably within the primary frontage which when accompanied by high vacancy levels require careful ongoing consideration.

As a response to the potential challenges affecting parts of Llanelli Town Centre and the recognition of the impact of both Parc Trostre and Parc Pemberton, consideration is being given to identifying a Local Development Order (LDO) within Llanelli Town Centre. The LDO will seek to consider and address issues of vacancy and activity on both ground and upper floors, and to examine the potential for alternative uses within a defined spatial area. Discussions with relevant parties and partners have commenced, however the Council is mindful that the LDO should be driven by a clear vision

for the town centre. A report will be prepared and presented to Council outlining the outcomes of the discussions and the proposed scope, spatial extent, and component elements of any proposed LDO.

Furthermore, a Task Force is currently in place with representative from the Council, traders, Ymlaen Llanelli, community groups etc to look at in progress improvements in relation to the town centre.

**Conclusion:**

The retail position within the three identified centres remains positive.

- Carmarthen Town represents an important regional retail centre offering a broad retail offer ranging from major high street names through to local provision and exhibits strong A1 retail provision.
- Llanelli has however experienced a change in its town centre offer, but has attracted significant regeneration investment in recent years and there are corporate, political and business initiatives in place as part of its regeneration. It is however recognised that careful monitoring is required and a responsive approach through a potential LDO remains a considered option.
- Ammanford, whilst retaining a number of high street names with a range of local retailers has in recent years experienced a turnover in occupancy and as a consequence in order to ensure its ongoing vitality and viability, close monitoring will become necessary.

**Future steps to be taken (if necessary):**

To progress the consideration of a LDO for part of the Llanelli Town Centre and to undertake the necessary discussions, and if appropriate consultations, in identifying the nature of the changes in relation permitted development, its spatial extent and timescale.

To participate in forums and regeneration led initiatives aimed at ensuring that the vitality and viability in town centres is enhanced.

## Transport

### 19 Monitoring Policy Target: To implement the road schemes identified in Policy SP9

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Progress towards implementing the road schemes identified in Policy SP9 in accordance with delivery timetables.	Implementation in accordance with delivery timetables.	The road schemes identified in Policy SP9 are not delivered in accordance with delivery timetables.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.
<p><b>Analysis:</b></p> <p>Significant progress has been made in the implementation of the schemes listed within Policy SP9, in this respect the Cross Hands Economic Link Road has been implemented and is open to traffic. The Carmarthen West Link Road having obtained planning permission is currently under construction.</p> <p>It is not proposed to measure the success in relation to the implementation of the policy in terms of the identified Welsh Government Improvements as they are matters outside the control of the Local Planning Authority. This framework will however continue to monitor their progress towards implementation particularly with a view to the timescales indicated.</p>			
<p><b>Conclusion:</b> Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Monitor the progress of the Welsh Government Improvements.</p>			

## 20 Monitoring Policy Target: To implement the cycle schemes identified in Policy TR4

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Progress towards implementing the cycle schemes identified in Policy TR4.	Implementation in accordance with delivery timetables by 2021.	Non implementation of the cycle schemes identified in the Local Transport Plan and forthcoming Local Transport Plan. If finance has not been secured for a project by first plan review.	
<p><b>Analysis:</b></p> <p>The following provides an update on progress in relation to the 3 cycle schemes identified within Policy TR4:</p> <ul style="list-style-type: none"> <li>• Towy Valley – A planning application has been submitted and is currently pending for the western section of the cycleway from Abergwili to Nantgaredig. Highway works have commenced with landowner discussions ongoing.</li> </ul> <p>Funding has been secured in 16/17 from Welsh Government Local Transport Fund.</p> <ul style="list-style-type: none"> <li>• Amman Valley Cycleway –The main infrastructure works are substantively complete with the exception of a small section at Brynamman. Future work will relate to signage, marketing and branding.</li> <li>• Whitland to Llanglydwen – There are currently no programmed proposals to proceed with this route.</li> </ul>			
<p><b>Conclusion:</b> Continue to monitor the final implementation of the two schemes currently being delivered.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>As part of any future review (partial or otherwise of the Plan), the delivery of the Whitland to Llanglydwen route and its inclusion within Policy TR4 will be considered.</p>			

## Minerals

### 21 Monitoring Policy Target: Maintain a minimum aggregate landbank of 10 years for hard rock

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Aggregates landbank for Carmarthenshire County Council.	To maintain a minimum 10 year landbank of hard rock.	Less than 10 years hard rock landbank.	The current hard rock landbank for Carmarthenshire is 55 years.
<p><b>Analysis:</b></p> <p>A landbank is a stock of planning permissions for the winning and working of minerals. It is composed of the sum of all permitted reserves at active and inactive sites at any given point in time for a given area. For the purposes of commercial stability, the aggregates industry requires a proven and viable landbank. <i>MTAN 1: Aggregates</i> requires that a minimum 10 year landbank of hard rock should be maintained, this has been mirrored in the LDP monitoring target.</p> <p>The latest, best available data agreed by the Mineral Products Association and the Local Minerals Planning Authority indicates that the current hard rock landbank for Carmarthenshire (55 years) is well above the figure considered necessary in the monitoring target.</p> <p><b>Conclusion:</b></p> <p>The data indicates that the monitoring Policy Target is being met and therefore no further action is required.</p> <p><b>Future steps to be taken (if necessary):</b></p> <p>Continue with annual monitoring to ascertain whether the situation changes over the coming years.</p>			

## 22 Monitoring Policy Target: Maintain a minimum aggregate land bank of 7 years for sand and gravel

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Combined aggregates landbank for Carmarthenshire County Council with neighbouring authorities of PCC, PCNP & Ceredigion CC.	To maintain a minimum 7 year landbank of sand and gravel.	Less than 7 years sand and gravel landbank.	The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is 18 years.
<p><b>Analysis:</b></p> <p><i>MTAN 1: Aggregates</i> requires that a minimum 7 year landbank of sand and gravel should be maintained, this has been mirrored in the LDP monitoring target. The apportionments and allocations for land-based sand &amp; gravel within Carmarthenshire have been combined with Pembrokeshire, the Pembrokeshire Coast National Park and Ceredigion.</p> <p>The reserve figure for sand and gravel in the Regional Technical Statement 1st Review (2014) was 4.32 million tonnes and the output figure was 300,000 tonnes, giving a landbank of 14.4 years.</p> <p>The latest, best available data agreed by the Mineral Products Association and the Local Minerals Planning Authority indicates that the reserve figure has increased to 4.57 million tonnes but output has dropped to 250,000 tonnes giving a landbank of 18.3 years.</p>			
<p><b>Conclusion:</b></p> <p>The data indicates that the monitoring Policy Target is being met and therefore no further action is required as a consequence of this AMR.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Continue with annual monitoring to ascertain whether the situation changes over the coming years.</p>			

**23 Monitoring Policy Target: No permanent, sterilising development will be permitted within mineral buffer zones (except in circumstances set out in MPPW).**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning permissions for permanent, sterilising development permitted within a mineral buffer zone.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP2.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP2 over 3 consecutive years.	No sites contrary to Policy MPP2.
<p><b>Analysis:</b></p> <p>Whilst a number of developments have been granted within the buffer zones of mineral sites, as set out on the LDP Proposals Maps, none of these were deemed to be ‘permanent, sterilising’ developments. The developments included:</p> <ul style="list-style-type: none"> <li>- Single storey extension to an existing dwelling;</li> <li>- a new single dwelling, which in relation to the mineral operation was located within an existing built up area which already encroaches into the buffer zone;</li> <li>- use of a field for equine purposes;</li> <li>- Agricultural Notification - Prior Approval Not Required;</li> <li>- Reserved Matters Permission granted on an existing Outline Planning Permission;</li> <li>- Small-scale ancillary sewage treatment plant to serve a single dwelling.</li> </ul>			
<p><b>Conclusion:</b></p> <p>No action required as a consequence of this AMR.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Continue monitoring.</p>			



**24 Monitoring Policy Target: No permanent, sterilising development will be permitted within a mineral safeguarding area (except in circumstances set out in Policy MPP3).**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning permissions for permanent, sterilising development permitted within a mineral safeguarding area.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP3.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP3 over 3 consecutive years.	No sites contrary to Policy MPP3.
<p><b>Analysis:</b></p> <p>Whilst a number of developments were granted planning permission in mineral safeguarding areas, none of these were deemed to be ‘permanent, sterilising’ developments that would prevent the resource being extracted in the future (if indeed the resource was required to be extracted and it was environmentally acceptable to do so). The developments that were granted planning permission in mineral safeguarding areas fall into the following categories:</p> <ul style="list-style-type: none"> <li>- Temporary developments (e.g. caravan/glamping sites);</li> <li>- Agricultural developments (e.g. modern agri-buildings, such as steel barns);</li> <li>- Developments that already have planning permission (e.g. reserved matters to an existing outline permission);</li> <li>- Householder development (e.g. a new dwelling within the curtilage of, and adjacent to, an existing property);</li> <li>- Prior notifications (telecoms, forestry, agriculture, demolition);</li> <li>- Individual dwellings within hamlets or small residential clusters without development limits (including individual dwellings related to an existing cluster of farm buildings);</li> <li>- Alterations / extensions or change of use of existing buildings.</li> </ul>			
<p><b>Conclusion:</b></p> <p>No action required as a consequence of this AMR.</p>			
<p><b>Future steps to be taken (if necessary):</b> Continue Monitoring</p>			

**25 Monitoring Policy Target: Consider prohibition orders on dormant mineral sites not likely to be worked in the future**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of prohibition orders issued on dormant sites.	Ensure that those dormant sites deemed not likely to be re-worked in the future (as part of the annual review) are served with prohibition orders within 12 months.	LPA fails to serve prohibition orders on sites that are deemed not likely to be re-worked in the future.	
<p><b>Analysis:</b></p> <p>As part of its annual review, the Minerals Planning Authority monitors dormant sites and those that it considers not likely to be re-worked in the future are served with prohibition orders. The Authority has Executive Board Member authorisation to serve 5 Prohibition Orders. They are anticipated to be made by the end of 2016.</p>			
<p><b>Conclusion:</b></p> <p>The ongoing consideration of dormant sites and the serving of prohibition orders has resulted in this Monitoring Policy Target is being met. No further action other than continued monitoring is required.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Mineral Planning Authority to continue with the assessment of dormant sites as part of the annual review process and to feed the information through as part of the LDP monitoring.</p>			

## Renewable Energy

### 26 Monitoring Policy Target: To increase the amount of energy produced in the County from renewable sources

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Permitted capacity of renewable electricity and heat projects within the County (by MW).	Annual increase in the permitted capacity of renewable electricity and heat projects through the Plan period.	Monitor for information purposes.	45.79 MW of renewable energy has been permitted during the monitoring period.
<p><b>Analysis</b></p> <p>Planning permission has been granted for schemes that have the potential to contribute a total of 45.79 MW of renewable energy within the County. Previous years have not been monitored; therefore there is no baseline to measure this contribution. The energy permitted can be broken down by energy source as follows:</p> <ul style="list-style-type: none"> <li>• Wind energy - 9.3 MW</li> <li>• Solar energy – 35.1 MW</li> <li>• Hydro energy – 0.01 MW</li> <li>• Anaerobic Digestion – 1.35 MW</li> </ul>			
<p><b>Conclusion:</b></p> <p>The figures above will be used as a baseline for future AMRs.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>The permitted capacity of renewable energy projects will be monitored in future AMRs.</p>			

## 27 Monitoring Policy Target: Produce SPG on General Renewable Energy

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 9 months of adopting Plan.	
<p><b>Analysis:</b></p> <p>Following an analysis of the types of applications received for renewable energy installations, it is considered that the SPG should focus on wind and solar energy developments instead of on general renewable energy.</p> <p>The SPG should have been prepared within 9 months of the adoption of the Plan, however during its preparation, it was considered that the Landscape Capacity and Sensitivity Study, which is currently being prepared by consultants which has not yet been completed, should feed into the SPG. The SPG is currently being prepared and subject to the completion of the Study by the consultants, should be available for consultation later this year.</p>			
<p><b>Conclusion:</b></p> <p>It is anticipated that the draft SPG will be published for consultation within AMR2.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>None required at this stage.</p>			

## Waste Management

### 28 Waste Management: Produce SPG on Nantycaws Waste Management Site

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 5 months of adopting Plan.	
<p><b>Analysis:</b></p> <p>The necessity to prepare a SPG in relation to the Nantycaws Waste Management Site has been superseded by the inclusion of details in relation to landfill and residual waste treatment in the impending Waste Planning Monitoring Report (WPMR, 2016) for the South West Wales Region. An Interim WPMR was produced in 2015 in which the regional position regarding landfill and residual waste treatment was set out. Nantycaws is one of four operational landfill sites within the South West Wales region. Together they have the void space capacity to be keep operating at current deposition levels for just over 10 years. This is safely above the threshold set out in TAN 21: Waste, whereby a new landfill would need to be considered for the region.</p> <p>It is anticipated that the WPMR 2016 will be published later this year and will include further details regarding the Nantycaws Waste Management Facility. What is clear is that the Nantycaws site will continue to be important to the future of residual waste treatment for the region. As well as an active landfill, Nantycaws has an in-vessel composting facility which deals with residual garden and food waste. In addition the site has planning permission for an anaerobic digestion plant which has not yet been built (but will have the potential to accept residual food waste), and a Materials Recycling Facility to cater for its recyclable waste.</p>			
<p><b>Conclusion:</b></p> <p>The potential requirements in relation to the preparation of a SPG for Nantycaws will be monitored and its production reviewed accordingly.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Monitor accordingly, taking into account information and guidance set out in the forthcoming WPMR for the South West Wales Region.</p>			

## Environmental Qualities – The Built and Natural Environment

**29** Monitoring Policy Target: Secure a minimum of 100ha of suitable habitat for the Marsh Fritillary Butterfly within the Caeau Mynydd Mawr project area during the Plan period.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Hectares of suitable habitat in management.	An ongoing increase in provision of suitable habitat in management.	No increase in any given year.	4.24ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project.
<p><b>Analysis:</b></p> <p>At the start of the AMR period the project managed 28.03ha of land in good condition for the Marsh Fritillary. By the end of the period, 32.27ha of land in good condition for the Marsh Fritillary was being managed by the project on 14 different sites. In addition, on designated sites (SSSIs and SACs) there is a further 42.86ha of land in good condition giving a total of 75.13ha (source: PIMS Action progress reports 2015-2016).</p>			
<p><b>Conclusion:</b></p> <p>Target for this AMR achieved.</p>			
<p>Future steps to be taken (if necessary):</p> <p>Continue to monitor and report in future AMR.</p>			

**30 Monitoring Policy Target: No development will take place which affects the integrity of Natura 2000 sites**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning applications granted which have an adverse effect on the integrity of a Natura 2000 site.	No planning applications approved contrary to the advice of NRW.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.
<p><b>Analysis:</b></p> <p>Reference is made to the ongoing delivery of the Caeau Mynydd Mawr Marsh Fritillary project which is underpinned by the Adopted SPG. This has allowed development to continue whilst adhering to the requirements of the Habitats Regulations.</p> <p>In relation to the Carmarthen Bay/Burry Inlet SAC, reference is made to the ongoing multi agency (including Dwr Cymru Welsh Water, Natural Resources Wales, City and County of Swansea and Carmarthenshire County Council) approach which is underpinned by the MoU. This has allowed development to continue whilst adhering to the requirements of the Habitats Regulations.</p> <p>A review has been undertaken which indicates that no planning applications were approved contrary to the advice of NRW.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved during this AMR.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>Continue to monitor and report in future AMR.</p> <p>Ongoing training for Development Management Officers along with the potential for standardised good practice notes.</p>			

**31 Monitoring Policy Target: No development will take place which affects the integrity of a designated site for nature conservation**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning applications granted which may potentially adversely affect the features of a protected site for nature conservation.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.
<p><b>Analysis:</b></p> <p>A review has been undertaken which indicates that no planning applications were approved contrary to the advice of NRW or the Council's Ecologist.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved for this AMR period.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>Continue to monitor and report in future AMRs.</p> <p>Ongoing training for Development Management Officers along with the potential for standardised good practice notes.</p> <p>The Authority will monitor any resultant requirements from the Environment (Wales) Act which received Royal Assent on 21 March 2016.</p> <p>The Authority will also monitor any resultant requirements from the Well-being of Future Generations (Wales) Act 2015.</p>			



**32 Monitoring Policy Target: No development will take place which results in detriment to the favourable conservation status of European protected species, or significant harm to species protected by other statute**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning applications granted which results in detriment to the favourable conservation status of European protected species or significant harm to species protected by other statute.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.
<p><b>Analysis:</b></p> <p>A review has been undertaken which indicates that no planning applications were approved contrary to the advice of NRW or the Council's Ecologist.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved for this AMR period.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>Continue to monitor and report in future AMRs.</p> <p>Ongoing training for Development Management Officers along with the potential for standardised good practice notes.</p> <p>The Authority will monitor any resultant requirements from the Environment (Wales) Act which received Royal Assent on 21 March 2016.</p> <p>The Authority will also monitor any resultant requirements from the Well-being of Future Generations (Wales) Act 2015.</p>			

### 33 Monitoring Policy Target: No development will take place which adversely affects a Special Landscape Area

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Number of planning applications permitted with the potential to adversely affect a Special Landscape Area.	No planning applications approved contrary to the advice of NRW or the authority's landscape officer.	5 planning permissions granted by the Local Planning Authority contrary to the advice of NRW or the authority's landscape officer over a period of 3 consecutive years.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.
<p><b>Analysis:</b></p> <p>Whilst this is the first of the 3 years required to be monitored, it should be noted that an initial high level review of approved applications generated on the SLA 'constraints layer' show that there were no applications approved contrary to the advice of NRW or the Council's Landscape Officer.</p> <p>It should also be noted that Special Landscape Areas are given due consideration within the Placemaking and Design SPG. This SPG was formerly adopted at the meeting of the County Council on the 28<sup>th</sup> September 2016.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved for this AMR period.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>Continue to monitor and report in future AMR.</p> <p>The Authority will monitor any resultant requirements from the Environment (Wales) Act which received Royal Assent on 21 March 2016.</p>			

**34 Monitoring Policy Target: Development proposals do not adversely impact upon buildings and areas of built or historical interest and their setting**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Occurrences when development permitted would have an adverse impact on a Listed Building; Conservation Area; Site / Area of Archaeological Significance; or Historic Landscape, Park and Garden or their setting.</p>	<p>No planning applications approved where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT (Dyfed Archaeological Trust).</p>	<p>5 planning permissions granted by the Local Planning Authority where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT over a period of 3 consecutive years.</p>	
<p><b>Analysis:</b></p> <p>Whilst this is the first of the 3 years required to be monitored, it should be noted that a review of approved applications generated using the following 'constraints layers' does not indicate any significant concern in relation to this target:</p> <ul style="list-style-type: none"> <li>• Conservation Areas</li> <li>• Historic Parks and Gardens</li> <li>• Listed Buildings</li> <li>• Scheduled Ancient Monuments.</li> </ul> <p>W/29758: Proposed demolition of old pottery, provision of public car park and 14 residential units together with associated parking spaces. Full planning permission 20 October 2015.</p> <p>In relation to the above application the Conservation Officer raised concerns regarding its impact on the setting of the listed building and/or the character or appearance of the Laugharne Conservation Area . The application was approved at Planning Committee in accordance with officer recommendation. It was</p>			

considered that on balance it constituted an appropriate development.

Reference is made to the fact that an SPG on Archaeology and New Development was formally adopted at the meeting of County Council on the 28<sup>th</sup> September 2016.

**Conclusion:**

Target achieved for this AMR period.

**Future steps to be taken (if necessary):**

Continue to monitor and report in future AMR.

The Authority will monitor any resultant requirements from the Historic Environment (Wales) Act which received Royal Assent on 21 March 2016.

The Authority will also monitor any resultant requirements emerging from the consultation held into Proposed changes to Planning Policy Wales Chapter 6: The Historic Environment. The Welsh Government consultation on these changes was held from 21/3/16 to 13/6/2016.

Regard will also be made moving forward to the Proposed Technical Advice Note (TAN) 24: The Historic Environment which is being published for consultation by the WG from 11/7/16 to 3/10/16.

### 35 Monitoring Policy Target: Produce SPG on Landscape and SLA Design Guide

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Placemaking and Design was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016.. Following the public consultation, the responses received together with any amendments, were reported to the meeting of County Council on 28<sup>th</sup> September 2016, at which time the SPG was formerly adopted.</p> <p>The SPG seeks to guide and promote high quality and sustainable design aimed at securing high quality development, which reflect the character, and the requirements of Carmarthenshire. It should be noted that this SPG includes matters in relation to Landscape and Special Landscape Area design, as well as Sustainable Drainage Systems (SuDS), and as such fulfils the requirement for their preparation as contained within Appendix 3 of the LDP.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved.</p>			
<p><b>Future steps to be taken (if necessary):</b></p>			

### 36 Monitoring Policy Target: Produce SPG on Archaeology

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Archaeology and New Development was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation, the responses received together with any amendments, were reported to the meeting of County Council on 28<sup>th</sup> September 2016, at which time the SPG was formally adopted.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved</p>			
<p><b>Future steps to be taken (if necessary)</b></p>			

**37** Monitoring Policy Target: Produce SPG on Biodiversity (including SINCs)

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 12 months of adopting the Plan (continually monitored pending ongoing designations).	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Biodiversity and Nature Conservation was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation the responses received, together with any amendments to the draft SPG, was reported to the meeting of County Council on the 28<sup>th</sup> September 2016 at which time the SPG was formally adopted..</p>			
<p><b>Conclusion:</b></p> <p>Target achieved.</p>			
<p><b>Future steps to be taken (if necessary)</b></p>			

### 38 Monitoring Policy Target: Produce SPG on Design

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG on Design.		SPG not produced within 5 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Placemaking and Design was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation the responses received, together with any amendments to the draft SPG, was reported to the meeting of County Council on the 28<sup>th</sup> September 2016 at which time the SPG was formerly adopted.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved</p>			
<p><b>Future steps to be taken (if necessary)</b></p>			



### 39 Monitoring Policy Target: Produce SPG on Locally Important Buildings

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG on Locally Important Buildings.		SPG not produced within 15 months of adopting the Plan.	
<p><b>Analysis:</b></p> <p>The publication of the SPG has been delayed to coincide with the publication of the Renewable Energy SPG and other guidance documents. This will allow the authority to consult in a more co-ordinated and efficient manner, and reducing duplication.</p>			
<p><b>Conclusion:</b></p> <p>The delay in producing the SPG is justified and beneficial.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Production of SPG to be monitored as part of subsequent AMRs.</p>			

## 40 Monitoring Policy Target: Produce SPG on Trees, Landscaping and Development

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG on Trees, Landscaping and Development.		SPG not produced within 15 months of adopting the Plan.	
<p><b>Analysis:</b></p> <p>The publication of the SPG has been delayed to coincide with the publication of the Renewable Energy SPG and other guidance documents. This will allow the authority to consult in a more co-ordinated and efficient manner, and reducing duplication.</p>			
<p><b>Conclusion:</b></p> <p>The delay in producing the SPG is justified and beneficial.</p>			
<p><b>Future steps to be taken (if necessary)</b></p> <p>Production to be monitored as part of subsequent AMRs.</p>			

## Recreation and Community Facilities

### 41 Monitoring Policy Target: To provide new community facilities and to retain and enhance existing community facilities

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Number of applications approved for the provision of new community facilities.</p> <p>Number of applications approved which would result in the loss of an existing community facility.</p>	<p>No applications approved contrary to Policy SP16 and RT8.</p>	<p>1 application approved contrary to Policy SP16 and RT8.</p>	<p>No applications approved contrary to the provisions of Policies SP16 and RT8.</p>
<p><b>Analysis:</b> A review of planning decision notices (reasons for approval) indicates that there are no applications approved contrary to the provisions of LDP policies SP16 and RT8.</p> <p>It should be noted that LDP Policy SP16 is being frequently cited as a reason for approval as part of the delivery of new / improved facilities across the County. Such facilities include education/training and healthcare. The delivery of new/improved educational facilities within the County is strategically overseen by the Modernising Education Programme (MEP).</p>			
<p><b>Conclusion:</b> Target achieved in this AMR period.</p>			
<p><b>Future steps to be taken (if necessary):</b> Continue to monitor and report in future AMR.</p>			

**42 Monitoring Policy Target: To resist the loss of open space in accordance with the provisions of Policy REC1**

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Amount of open space lost to development (ha)	No open space should be lost to development except where in accordance with Policy REC1.	Open space is lost to development contrary to the provisions of Policy REC1 which results in a net loss of open space.	No applications approved contrary to the provisions of Policy REC 1.
<p><b>Analysis:</b></p> <p>A review of planning approvals against the open space ‘constraints layer’ indicates that there are no applications approved contrary to the provisions of LDP policy REC 1.</p> <p>Those applications approved include the delivery of new / improved facilities across the County. Such facilities include extensions/adaptations to changing rooms, refurbishments/extensions to Schools, equipment sheds and playing pitches. It is noted that Policy REC 1 is not quoted on the decision notices reasons for approval on these applications.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved in this AMR period.</p>			
<p><b>Future steps to be taken (if necessary):</b></p> <p>Continue to monitor and report in future AMRs.</p> <p>In relation to the evidence base, it should be noted that a review of the Green Space Assessment will be undertaken in light of the forthcoming adoption of the Open Space Requirements for New Developments SPG (see below). This will represent a key piece of evidence in relation to ongoing monitoring, review</p>			

and implementation of the LDP moving forward.

Initial outcomes sought from the review could include:

- Update of assessment with a focus on the 2.4ha per 1000 population accessibility standards that underpin the LDP;
- Study to extend to lower tier settlements (the initial study only focused on those higher tier settlements);
- Training for officers in use of the software to help identify need for new/increased provision amongst other issues.

### 43 Monitoring Policy Target: Produce SPG on Open Space Requirements for New Developments

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
Production of SPG.		SPG not produced within 15 months of adopting the Plan.	SPG produced.
<p><b>Analysis:</b></p> <p>A SPG on Open Space Requirements for New Developments was prepared and taken through the Council reporting cycle during the period. The Draft SPG was approved for public consultation in early 2016. Following the public consultation the responses received, together with any amendments to the draft SPG, was reported to the meeting of County Council on the 28<sup>th</sup> September 2016 at which time the SPG was formally adopted..</p> <p>The primary objective of this SPG is to develop an understanding of the various definitions of open space within the Carmarthenshire context as well as clarifying the Council's expectations in relation to planning obligations.</p> <p>In relation to implementation of the REC 2 policy and indeed the SPG itself, forward planning officers have undertaken training / feedback sessions with the development management area teams.</p>			
<p><b>Conclusion:</b></p> <p>Target achieved.</p>			
<p>Future steps to be taken (if necessary):</p> <p>In relation to the evidence base, it should be noted that a review of the Green Space Assessment will be undertaken (see target above).</p> <p>Continue training with development management area teams in relation to the implementation of the LDP and SPG requirements.</p>			

## The Welsh Language

### 44 Monitoring Policy Target: Phase residential development in areas where 60% or more of the population speak Welsh

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016
<p>Planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres.</p>	<p>All planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres to include a requirement to phase development, in accordance with policy on the Welsh Language and the guidance contained within SPG on The Welsh Language.</p>	<p>One planning consent granted for residential development of five or more dwellings in a Sustainable Community or one planning consent granted for residential development of ten or more dwellings in a Growth Area, Service Centre or Local Service Centre which fails to require that the development is phased contrary to the LDP's policy on the Welsh Language and the guidance contained within SPG on The Welsh Language.</p>	<p>No planning permissions contrary to LDP Policy SP18.</p>
<p><b>Analysis:</b></p> <p>A list of communities where 60% or more of the population are able to speak Welsh is taken from 2011 Census data: Gorslas, Llannon, Pencarreg, Pontyberem and Quarter Bach. These areas are denoted on the LDP Inset.</p> <p>A review of approved applications within these 5 communities (source: JHLAS) identifies no planning permissions contrary to LDP Policy SP18.</p>			

The following indicates permissions for 5 or more dwellings in the first AMR within the above communities. 3 sites were granted permission.

- Land off Ffordd Gwyrdd , Gorslas (GA3/h43 – part). – 7 units permitted;
- Land adj Ffordd Aneurin, Pontyberem (unallocated) – 84 units permitted;
- Land adj St Nons Church, Llannon (unallocated) – 34 units permitted (reserved matters within AMR).

In relation to land off Ffordd Gwyrdd, this falls below the threshold of 10 units within a Growth Area as set out within Policy SP18, therefore there is no issue in terms of the target.

In relation to land adj. to Ffordd Aneurin, a resolution to approve was made on the basis of the Unitary Development Plan policies, however the decision notice was released within this AMR period. Consequently this is not subject to LDP Policy SP18.

In relation to land adj. to St Nons Church, Llannon, outline planning permission was granted on the basis of the Unitary Development Plan policies, and the subsequent Reserved Matters was approved within this AMR period. Consequently this is not subject to LDP Policy SP18.

**Conclusion:**

Target achieved.

**Future steps to be taken (if necessary):**

Due regard will be given to the provisions of the Planning (Wales) Act 2015. To this end, the Authority will review its position as and when there is an update to national planning policy in relation to the Welsh language.

It should be noted that consultation on Proposed changes to Technical Advice Note 20: Planning and the Welsh Language was undertaken by the Welsh Government from 4/1/16 to 30/3/16 to which the Authority forwarded representations.



## Chapter 4

### Sustainability Appraisal / Strategic Environmental Assessment Monitoring

#### Methodology

4.1 The monitoring of the SA-SEA objectives can inform the overall review of the performance of the LDP. It is not considered that SA-SEA monitoring process should be undertaken in isolation of the Plan's monitoring. It should assist in informing an overall picture of the condition of the County in environmental, economic and social terms.. The data collated includes a mix of qualitative and quantitative data with a commentary in the latter column.

4.2 Whilst none of the indicators are deleted, it should be noted that the commentary column makes it clear where information is unavailable and/or applicable. In some instances information is no longer available (or relevant); in other instances the data available is of insufficient detail to enable useful monitoring.

4.3 For example, there are a number of SA indicators where information is not published annually, for example those based on the census. The purpose of the monitoring framework is to review changes on an annual basis, as a consequence these are not necessarily going to be useful moving forward in terms of future monitoring. They have however been retained in order to provide a baseline, further work will be undertaken in time for the next AMR to determine whether alternative sources of information are available.

4.4 It should be noted that the traffic light rating system used for the LDP Monitoring Indicators has not been taken forward for use with the SA Monitoring. Many of the SA objectives are aspirational in nature and to some extent would be information monitored in an ideal world scenario. In addition, the LDP alone would not be the only factor that would need to be considered in achieving their aims. The SA Monitoring does not include targets

as such, unlike the LDP monitoring, it would therefore prove difficult to interpret the commentary into a traffic light rating.

4.5 Information contained in the SA monitoring framework in the main relates to a wide range of data produced internally, by various departments of the Council, and externally from other organisations. The data column provides an appreciation of where data has been sourced and whilst every attempt has been made to ensure 'hyperlinks' are live, the Council cannot be responsible for the content of external sites.

4.6 It should also be noted that the Authority (via Public Service Board) is in the process of collating information with a view to developing a Well-Being Plan for Carmarthenshire. This is due to be published in April 2018. A report on the current state of Well-Being in Carmarthenshire is due to be published in April 2017. In this respect, there will be opportunities to work alongside colleagues in Corporate Policy in future years to develop an integrated review of the social, economic and environmental baseline. This presents direct opportunities to secure tangible information for future SA-SEA monitoring via the AMR process.

SA Topic	SA Objectives	Baseline Indicators	Additional Indicators to Monitor Significant Risks and Opportunities	Data	Commentary on Baseline Indicators : AMR 1.
1 - Sustainable Development	<p>1-1 To live within environmental limits</p> <p>1-2 To ensure a strong, healthy and just society</p> <p>1-3 To achieve a sustainable economy</p> <p>1-4 To remove barriers and promoting opportunities for behavioural change</p>	<p>(a) Carmarthenshire's ecological footprint in area units per person</p> <p>(b) Achievement of the top ten commitments set out in the WAG Sustainable Development Action Plan 2004-2007 and One Wales</p> <p>(c) GVA and GVA per head</p> <p>(d) Percentage of Carmarthenshire population in low income households</p>	(See other topics.)	<p><a href="http://gov.wales/topics/environment/countryside/climatechange/publications/ecological-footprint-of-wales-report/?lang=en">http://gov.wales/topics/environment/countryside/climatechange/publications/ecological-footprint-of-wales-report/?lang=en</a></p> <p>Carmarthenshire Well Being &amp; Future Generations Well-being Assessment (Text provided by Carmarthenshire's Corporate Policy Division)</p> <p>CACI Paycheck 2015 (Information provided by Carmarthenshire's Corporate Policy Division)</p>	<p>(a) A new estimate of the ecological and carbon footprints of Wales for 2011 building on previous studies. Carmarthenshire gha/c is 3.36 with the Wales average being 3.28.</p> <p>(b) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(c) Gross Value Added (GVA) is the standard measure of the monetary value of economic activity for local areas or individual industries. It is difficult to measure at local level: official statistics are published for South West Wales (combining Pembrokeshire with Ceredigion and Carmarthenshire). This area contributed £6.0bn GVA to the economy in 2014, roughly 10% of the Welsh total of £54.3bn. GVA per head of population in 2013 was £15,750; lower than that for Wales as a whole (£17,573) or the United Kingdom (£24,958).</p> <p>(d) 36% of households in Carmarthenshire are living in poverty as defined by Welsh Government (income 60% below the GB Median Household Income)</p>

2 - Biodiversity	<p>2-1 To avoid damage or fragmentation of designated sites, habitats and protected species and encourage their enhancement</p> <p>2-2 To protect, enhance and create appropriate wildlife habitats and wider biodiversity in urban and rural areas</p>	<p>(a) Status of BAP priority species</p> <p>(b) Status of BAP priority habitats</p> <p>(c) % BAP habitats and species as stable or increasing</p> <p>(d) Achievement against national and local BAP targets</p> <p>(e) Area of urban parks and green spaces provided by the LDP</p> <p>(f) % of SAC, SPA and SSSI sites and their features in favourable condition</p> <p>(g) Status of species and habitats pursuant to the NERC Act 1996</p> <p>(h) Number of designated SINC</p> <p>(i) Proportion of land managed as areas for carbon sequestration (e.g. peatland and woodland management)</p>	<p>Number of development schemes which design in urban biodiversity areas</p> <p>Number of developments with adverse effects on designated sites</p> <p>Number of developments in designated sites</p> <p>Proportion of new habitats created by the LDP</p> <p>Proportion of development on greenfield sites</p> <p>Proportion of development on brownfield sites</p> <p>Proportion of new development in wildlife corridors</p>	<p><a href="http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSitesOfSpecialScientificInterest/?lang=en">http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSitesOfSpecialScientificInterest/?lang=en</a></p> <p><a href="http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialAreasOfConservation/?lang=en">http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialAreasOfConservation/?lang=en</a></p> <p><a href="http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialProtectionAreas/?lang=en">http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialProtectionAreas/?lang=en</a></p>	<p>(a,b,c,d) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(e) In relation to urban parks, the LDP identifies proposed recreation designations and reference is made to the Policy framework in this regard. Any implications will be considered as part of any review into the Plan.</p> <p>(f) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(h) There are not currently SINC's designated within the Plan area. Provision is made for their designation with the Natural Environment and Biodiversity Supplementary Planning Guidance. This will be monitored as the implementation of the Plan progresses with any implications considered accordingly as part of any review into the Plan.</p> <p>(i) Information is unavailable on an annual basis. The LDP recognises the focus of PPW in relation to the potential of encouraging land uses and land management practices that help secure and protect carbon sinks. Reference is made to policy SP14 Protection and Enhancement of the natural Environment and the relevant Environmental protections policies of the adopted LDP. Any implications will be considered as part of any review into the Plan.</p>
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3 - Air Quality	<p>3-1 To maintain/reduce the levels of the UK National Air Quality pollutants</p> <p>3-2 To reduce levels of ground level ozone</p> <p>3-3 To reduce the need to travel, through appropriate siting of new developments and provision of public transport infrastructure</p>	<p>(a) Number and extent of AQMAs in Carmarthenshire</p> <p>(b) Air quality monitoring in Llandeilo (potentially future AQMA monitoring)</p> <p>(c) National Atmospheric Emissions Inventory (NAEI) levels of key air pollutants (e.g. Benzene, 1,3-Butadiene, Lead, NO<sub>2</sub>, PM10, SO<sub>2</sub>)</p> <p>(d) Area of sensitive habitats exceeding critical loads for acidification and eutrophication measured as (i) acidity and (ii) nutrient nitrogen</p> <p>(e) Levels of ground level ozone</p>	<p>Number of developments within 1 km of motorway / trunk road junctions</p> <p>Number of developments sited so as to reduce the need to travel (proximity to services and facilities)</p> <p>Number of developments supported by high-quality inter-settlement bus, train or other public transport routes</p> <p>Number of developments in areas of poor air quality</p> <p>Number of developments likely to contribute to increased levels of UK national Air quality pollutants (other than transport)</p>	<p>Environmental Health Department – Carmarthenshire County Council.</p> <p><a href="http://lle.wales.gov.uk/catalogue/item/LandmapVisualSensory/?lang=en">http://lle.wales.gov.uk/catalogue/item/LandmapVisualSensory/?lang=en</a></p> <p><a href="http://lle.wales.gov.uk/catalogue/item/LandmapLandscapeHabitats/?lang=en">http://lle.wales.gov.uk/catalogue/item/LandmapLandscapeHabitats/?lang=en</a></p> <p>- <a href="http://www.rotap.ceh.ac.uk/">http://www.rotap.ceh.ac.uk/</a></p>	<p>(a,b) There are now three separate AQMA's, which are; Llandeilo, Carmarthen and Llanelli. This updated position will be reflected in the Plan review and there is ongoing liaison with the Environmental Health Dept in this regard.</p> <p>(c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan.</p> <p>(e) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan.</p>
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4 - Climatic Factors	<p>4-1 To reduce the emission of greenhouse gases</p> <p>4-2 To minimise the vulnerability of Carmarthenshire to the effects of climate change through making space for water, coastal retreat and shifting habitat distribution patterns</p> <p>4-3 To encourage all new developments to be climate resilient</p> <p>4-4 To encourage energy conservation and higher energy efficiency</p> <p>4-5 To minimise energy consumption and promote renewable energy sources</p>	<p>(a) Annual emissions of greenhouse gases (by sector)</p> <p>(b) Carmarthenshire's domestic energy consumption</p> <p>(c) Proportion of alternatively fuelled vehicles in the county</p> <p>(d) Percentage of companies with a Level 5 Standard Green Dragon EMS</p> <p>(e) Proportion of transport network able to cope with the predicted temperature increases associated with climate changes</p> <p>(f) Number of sites being used to assist in climate mitigation and adaptation, e.g. soft flood defences</p> <p>(g) Number of homes applying for planning permission for microgeneration</p> <p>(h) Homes installing microrenewables</p> <p>(i) Average Standard Assessment Procedure energy rating of housing</p> <p>(j) Number of town/community based carbon reduction projects</p>	<p>Number of developments that respect existing natural habitats and green corridors</p> <p>No. planning applications for renewable micro-renewables and successful installations</p> <p>Average SAP rating of housing</p> <p>No of town/community based carbon reduction projects</p> <p>Number of installed megawatts of renewable energy capacity in Carmarthenshire</p> <p>Number of wind turbines</p> <p>% developments with Sustainable Urban Drainage Systems (SUDS)</p> <p>Percentage of housing stock meeting particular CfSH and BREEAM standards</p> <p>Percentage of offices, retail and industrial buildings meeting BREEAM standards</p> <p>Number of new developments built to achieve carbon neutrality</p>	<p>Local authority average domestic gas and electricity consumption per consumer - <a href="http://gov.wales/docs/statistics/2015/150225-energy-generation-consumption-2013-en.pdf">http://gov.wales/docs/statistics/2015/150225-energy-generation-consumption-2013-en.pdf</a></p> <p><a href="http://gov.wales/topics/environmentcountryside/energy/renewable/low-carbon-baseline-survey/?lang=en">http://gov.wales/topics/environmentcountryside/energy/renewable/low-carbon-baseline-survey/?lang=en</a></p>	<p>(a) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(b) Carmarthenshire Domestic Energy Consumption Gas 2013 is 13,119 Electricity 2013 is 3,815. Wales average is 13,029 and 3,736 respectively.</p> <p>(c,d,e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan (Solar panels in the majority of cases are PD).</p> <p>(h,i) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(j) The report shows Low carbon energy in Wales by local authority. There are 3,856 projects identified in Carmarthenshire out of a total of 51,503 nationally. Carmarthenshire hosts 3,856 low carbon energy generation projects harnessing solar, wind and other renewable energies to produce around 328GWh of green energy</p>
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<p>5-1 To ensure water quality of rivers, lakes, groundwater and coastal areas is improved and ensure that the hydromorphological quality of water bodies is maximised</p> <p>5-2 To protect and maintain water resources in the public supply chain and ensure enough water is available for the environment at all times of year</p> <p>5-3 To minimise diffuse pollution from urban and rural areas</p> <p>5-4 To increase water efficiency in new and refurbished developments</p> <p>5-5 To make space for water, and minimise flood risk</p>	<p>(a) Number of incidents of homes flooding by coastal, fluvial and drainage sources</p> <p>(b) The percentage of river lengths of good chemical or biological quality</p> <p>(c) Percentage of waters restored to Good Ecological Status</p> <p>(d) Number of substantiated water pollution incidents</p> <p>(e) Percentage of developments in Carmarthenshire with Sustainable Urban Drainage Systems (SUDS)</p> <p>(f) Number of properties with water meters</p> <p>(g) Area where there is an unsustainable abstraction from surface waters</p> <p>(h) Area where there is an unsustainable abstraction from groundwater</p> <p>(i) Proportion of transport network protected against future flood risk</p> <p>(j) Per capita consumption of water</p> <p>(k) Percentage of bathing waters which meet the EC mandatory standards</p> <p>(l) The number of beaches which meet the requirements of the Green Sea Partnership for both beach and water quality</p>	<p>Percentage of new development permitted in floodplains</p> <p>Number of developments built contrary to EA advice</p> <p>Households registered for flood warnings as a percentage of total number of households at risk of flooding</p> <p>Number of grey water recycling schemes</p>	<p>Carmarthenshire County Council – Leisure Services.</p>	<p>(a,b,c,d) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(e) Information is unavailable on an annual basis. Reference should be made to the Plan’s monitoring framework in relation to sustainable drainage. Any implications will be considered as part of any review into the Plan.</p> <p>(f,g,h,i,j,k) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(l) Cefn Sidan is tested and meets the requirements for the green sea partnership as it has the blue flag status. Pendine may also meet the requirements, however this will be ascertained with certainty in due course.</p>
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6 - Material Assets	<p>6-1 Minimise the use of finite resources and promote higher resource efficiency and the use of secondary and recycled materials</p> <p>6-2 Promote the waste hierarchy of reduce, reuse and recycle</p> <p>6-3 Encourage needs to be met locally</p> <p>6-4 Promote the use of more sustainable resources</p> <p>6-5 Improve the integration of different modes of transport</p> <p>6-6 Promote the use of more sustainable modes of transport (e.g. cycling and walking)</p>	<p>(a) In 2009/10 Carmarthenshire should achieve at least 40% recycling/composting with a minimum of 15% composting and 15% recycling</p> <p>(b) Waste arisings by sector</p> <p>(c) Waste arisings by disposal</p> <p>(d) Total (i) household waste and (ii) household waste recycled or composted per person per year (kg)</p> <p>(e) Proportion of construction and demolition waste that is re-used and recycled</p> <p>(f) Proportion of households within 30, 60 and 90 minute travel time thresholds of amenities, including (i) corner shop and/or supermarket, (ii) post office and (iii) doctor and/or hospital</p>	<p>Number of buildings meeting particular CfSH and BREEAM standards</p> <p>Percentage of new houses built on previously developed land per year</p> <p>Proportion of aggregates used from secondary and recycled aggregates</p> <p>Location of jobs in proximity to residents</p> <p>Proportion of journeys on foot or by cycle</p>	Carmarthenshire County Council - Minerals and Waste	<p>(a) In 2009/10 Carmarthenshire achieved a 40.1% combined recycling and composting rate of its municipal waste (14% composting; 26% recycling)</p> <p>(b,c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) Residual Household Waste Arising per person (kg), 2007/08 to 2014/15 in Carmarthenshire: 370, 290, 246, 224, 189, 159, 151 &amp; 156. The South West Wales average for 2014/2015 was 188.</p> <p>(e) The latest data is from 2012, and only for South West Region as a whole – the rate is 67%.</p> <p>(f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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7 - Soil	<p>7-1 To avoid and reduce contamination of soils and promote the regeneration of contaminated land</p> <p>7-2 To avoid loss of soils to non-permeable surfaces and minimise soil erosion</p> <p>7-3 To reduce SO<sub>2</sub> and NO<sub>x</sub> emissions and nitrate pollution from agriculture.</p>	<p>(a) Area of ALC Grade 1, 2 and 3 land in Carmarthenshire</p> <p>(b) Area of ALC Grade 4 and 5 land in Carmarthenshire</p> <p>(c) Number and extent of RIGS sites in Carmarthenshire</p> <p>(d) Exceedance of nitrogen and acid critical loads</p>	<p>Area of soil lost to impermeable surfaces</p> <p>Area of contaminated land remediated</p> <p>Area of proposed new development on greenfield sites</p> <p>Number of developments approved within or adjacent to RIGS sites</p>		<p>(a,b) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(c) RIGs are considered within the provisions of EQ3 of the adopted LDP.</p> <p>(d) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">8 - Cultural Heritage</p>	<p>8-1 To protect historic and cultural assets and local distinctiveness from negative effects of development/regeneration and support their enhancement</p> <p>8-2 To promote high quality design reflecting local character and distinctiveness</p>	<p>(a) Number of monuments/archaeological sites adversely affected by the plan proposals</p> <p>(b) Improvement/deterioration in the condition of monuments and historic buildings in the ownership of Carmarthenshire County Council</p> <p>(c) Percentage of land designated for a particular quality of amenity value - landscape or historic landscape</p>	<p>Number of designated sites on the 'buildings at risk' register which are at risk of harm from air pollution</p> <p>Number of Conservation Areas adversely affected by plan proposals</p> <p>Number of listed buildings adversely affected by plan proposals</p> <p>Number of historic parks and gardens adversely affected by plan proposals</p>		<p>(a,b,c) Information is unavailable on an annual basis. Reference should be made to the Plan's monitoring framework in relation to the historic environment / landscape and the natural environment. Any implications will be considered as part of any review into the Plan.</p>
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9 - Landscape	<p>9-1 To protect and enhance landscape/townscape from negative effects of land use change</p> <p>9-2 To take sensitive locations into account when siting development and to promote high quality design</p> <p>9-3 To encourage appropriate future use of derelict land</p>	<p>(a) Hectares of land given over to development each year</p> <p>(b) The extent and quality of public open space</p> <p>(c) Number of park and green space management plans produced</p> <p>(d) The number of derelict sites regenerated</p> <p>(e) Area of Carmarthenshire designated as open access land</p> <p>(f) Area of derelict land returned to open space</p>	<p>Number of developments approved without landscape / townscape conditions</p> <p>Number of developments built contrary to CCW advice</p> <p>Number of development schemes accompanied by detailed townscape design</p>		<p>(a,c,d,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(b, e) In relation to the extent and quality of open space, reference should be made to the monitoring framework of the LDP and the Carmarthenshire Standard of 2.4ha per population. It should also be noted that there is an intent to review the Authority's greenspace assessment.</p>
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10 - Population	<p>10-1 Ensure suitable, affordable housing stock with access to education and employment facilities</p> <p>10-2 Promote the retention of younger people</p> <p>10-3 Encourage growth of the Welsh language and culture</p> <p>10-4 Promote inclusion of disadvantaged and minority groups into society</p>	<p>(a) Percentage of young people (i) remaining or (ii) returning to Carmarthenshire to live and work</p> <p>(b) Number of complaints about poor access to services and facilities</p> <p>(c) Number of complaints about highway (e.g. footpath) accessibility from disabled persons</p> <p>(d) Percentage of people in Carmarthenshire who are Welsh speakers (i) all aged 3 or over, and (ii) children aged 3 to 15</p> <p>(e) Population and population of working age</p> <p>(f) Population age profile</p> <p>(g) Ethnic diversity</p>	<p>Number of accessibility complaints pertaining to new developments</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'.</p>	<p>(a,b,c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) The number of Welsh Speakers aged 3 and over 43.9%, Welsh speakers aged 3-15 is 15.1%. The Population is 184,898, working age population 110,739 (aged 16-64) 2014 (Mid Year Population Estimates).</p> <p>(e) 69% people of working age are employed</p> <p>(f) 18% of the population is aged 0 to 15, 60% are aged 16 to 64 and 22% are over 65.</p> <p>(g) 4 % of the population has a non white ethnicity.</p>
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<p>11-1 Create opportunities for people to live active, healthy lifestyles through planning activities</p> <p>11-2 Provide access to health and recreation facilities and services</p> <p>11-3 Encourage walking or cycling as alternative means of transportation</p> <p>11-4 Promote access to Wales' natural heritage</p>	<p>(a) Proportion of households not living within 300m of their nearest natural green space</p> <p>(b) Proportion of households within agreed walking/cycling distance of key health services</p> <p>(c) Life expectancy at birth for (i) men and (ii) women</p> <p>(d) Life expectancy and healthy life expectancy for (i) men and (ii) women</p> <p>(e) Death rates from (a) circulatory disease and (b) cancer (i) for people under 75 years</p> <p>(f) Prevalence of obesity in 2-10 year olds</p> <p>(g) How children get to school (i) walking and cycling, (ii) private motor vehicles and (iii) public transport and taxis</p>	<p>Number of trips per person by transport mode (i) walking and cycling, (ii) private motor vehicles, and (iii) public transport and taxis</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) 40% of the population live within 400m of natural or semi-natural greenspace. Reference is made to the Carmarthenshire Greenspace accessibility standard of 2.4ha per 1,000 population which underpins the policy framework.</p> <p>(b) 15% of residents work from home. 27% of residents travel less than 5km to work, 30% 10-30km and 4% over 60km. Nearly 75% of residents travel to work by car and only 8% on foot, and 1% by bike.</p> <p>(c,d,e) Life Expectancy is favourable at 78.5 for men and 82.6 for women. Just over the Welsh average of adults have mental health issues (28% compared to 26%) The population are less likely to smoke than the national average yet there are higher than average incidence of smoking related diseases. The population are more likely to be overweight or obese than the average Welsh person they are also more likely to participate in exercise and eat healthily. The population is less likely to binge drink than the average for Wales. The County shows rates of cancer similar to the Welsh average.</p> <p>(f) The County is the third worst in Wales for levels of childhood obesity at 30.7%, almost 5 percentage points higher than the Welsh average of 26.2%.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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12 - Education and Skills	<p>12-1 Provide accessible educational and training facilities which meet the future needs of the area</p> <p>12-2 Increase levels of literacy (in English and Welsh) and numeracy</p> <p>12-3 Promote lifelong learning</p>	<p>(a) Percentage of people aged 19-21 with at least an NVQ level 2 qualification or equivalent</p> <p>(b) Percentage of adults engaged in adult education activities</p> <p>(c) Level of literacy in adult population</p> <p>(d) Level of numeracy in adult population</p> <p>(e) Number of adults completing courses at adult education centres in Carmarthenshire</p>	<p>Proportion of people aged 16-74 within 30, 60 and 90 minute travel time thresholds of education /further education facilities by (i) public transport and (ii) car</p> <p>Percentage of schools which are over-capacity</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) Educational Achievement is relatively high with 61.1% attaining 5 GCSEs (compared to 57.9% nationally).</p> <p>(b) The proportion of 18-24 year olds who are NEET (Not in Education, Employment or Training) is higher than the Welsh average (12.2% compared to 10.7% nationally).</p> <p>(c,d,e) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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13 - Economy	<p>13-1 To promote sustainable economic growth</p> <p>13-2 To provide good quality employment opportunities for all sections of the population</p> <p>13-3 To promote sustainable businesses in Wales</p>	<p>(a) Number of companies in Carmarthenshire with a Green Dragon Environmental Management System</p> <p>(b) Gross Value Added (GVA) and GVA per head</p> <p>(c) Percentage of people of working age in work</p> <p>(d) Percentage of (i) children and (ii) all working age people living in workless households</p> <p>(e) Investment relative to GDP (i) total investment and (ii) social investment</p> <p>(f) Diversity of economic sectors represented</p>	<p>Number of vacant businesses in town and local centres</p> <p>Number of new retail and other commercial developments approved</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(b) Gross Value Added (GVA) is the standard measure of the monetary value of economic activity for local areas or individual industries. It is difficult to measure at local level: official statistics are published for South West Wales (combining Pembrokeshire with Ceredigion and Carmarthenshire). This area contributed £6.0bn GVA to the economy in 2014, roughly 10% of the Welsh total of £54.3bn. GVA per head of population in 2013 was £15,750; lower than that for Wales as a whole (£17,573) or the United Kingdom (£24,958).</p> <p>(c) The County has high levels of employment; 69% people of working age are employed. A very small proportion of residents claim unemployment benefit or class themselves as unemployed. Average weekly wage is £365 compared to a Welsh national average of £539. However there is considerable variation across the community areas. There is a gap in employment for those with long term health issues who have less than average outcomes.</p> <p>(d) 36.3% of all households are living in poverty slightly above the Welsh average of 35%. Of these 15.7% are living in severe poverty. 17.9% of children are living in poverty which is lower than the Welsh average (22%), but those living in workless households is in line with the Welsh average of 14%.</p> <p>(e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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<p>14 - Social Fabric</p>	<p>14-1 Improve safety and security for people and property</p> <p>14-2 Promote the design of settlements that improve social fabric by removing barriers and creating opportunities for positive interactions</p> <p>14-3 Promote the delivery of affordable housing</p> <p>14-4 Improve accessibility to services, particularly for disadvantaged sections of society.</p>	<p>(a) Ratio of average house pricing to average earnings</p> <p>(b) Percentage component of IMD scores by LSOA for the Access and Employment domains</p> <p>(c) Percentage of unfit dwellings</p> <p>(d) Homes below the decent homes standard for (i) social sector homes and (ii) vulnerable households in the private sector</p> <p>(e) Number of rough sleepers</p> <p>(f) Recorded crime figures of (i) theft of or from vehicles, (ii) burglary in dwellings and (iii) violent crime</p> <p>(g) Index of multiple deprivation</p>	<p>Proportion of affordable homes as a percentage of new homes delivered</p> <p>Access to GP or primary care professional</p> <p>Access for disabled people</p> <p>Access in rural areas</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a,b,c,d,e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan</p> <p>(g) The Welsh Index of Multiple Deprivation shows that overall Carmarthenshire is not 'deprived' however there is some variation across the 6 community areas. Parts of the area of Llanelli appear in the 10% most deprived areas of Wales in the following domains : income, employment, health, education, community safety and physical environment. 71% of northern Carmarthenshire (Tywi valley) appears in the 10% most deprived areas of Wales in terms of poor 'Access to Services'. 19% of the population is over-indebted, this is in line with the Welsh national average of 19.6%. Carmarthenshire has a large stock of social housing and supports social housing initiatives.</p>
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## COMMUNITY SCRUTINY COMMITTEE

DATE: 3<sup>RD</sup> NOVEMBER, 2016

### SUBJECT :

### REVIEW OF ACCESS TO SOCIAL HOUSING POLICY

#### Purpose:

The purpose of this report is to:

- Outline the results of the formal consultation exercise in relation to an amended approach.
- Seeks approval to adopt a new Access to Social Housing Policy.

#### To consider and comment on the following issues:

#### Scrutiny Committee are requested to recommend to Executive Board that:

- The results of the consultation exercise are accepted.
- The draft amended Access to Social Housing Policy is approved.

#### REASONS:

- To ensure the amended policy reflects the results of the formal consultation exercise.
- To ensure we develop and review policies that meet local need and priorities.
- To ensure members, service users and partners are effectively engaged and consulted in the development and delivery of new policy.
- To formulate views for submission to the Executive Board/Council for consideration.

To be referred to the Executive Board/Council for decision: YES

Executive Board - 21<sup>st</sup> November, 2016

Council - 14<sup>th</sup> December, 2016

#### Executive Board Member Portfolio Holder:

Cllr. Linda Evans(Housing Portfolio Holder)

<p><b>Directorate</b> Communities <b>Name of Head of Service:</b> Robin Staines <b>Report Author:</b> Jonathan Willis</p>	<p><b>Designations:</b> Head of Housing &amp; Public Protection  Housing Manager (Housing Options and Advice)</p>	<p><b>Tel Nos.</b> 01267 228960 01554 899232  <b>E Mail Addresses:</b> <a href="mailto:Rstaines@carmarthenshire.gov.uk">Rstaines@carmarthenshire.gov.uk</a> <a href="mailto:inwillis@carmarthenshire.gov.uk">inwillis@carmarthenshire.gov.uk</a></p>
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# EXECUTIVE SUMMARY COMMUNITY SCRUTINY COMMITTEE

DATE: 3<sup>RD</sup> NOVEMBER, 2016

## SUBJECT: REVIEW OF ACCESS TO SOCIAL HOUSING POLICY

The way social housing is allocated in Carmarthenshire is outlined in our Access to Social Housing policy (commonly known as 'The Allocations Policy'). We operate a common approach with other registered social landlords (Housing Associations) who operate within the county. This single policy in the county has the benefit of enabling us to meet our statutory requirements and targeting all social housing at our priorities.

The policy has been amended on a regular basis to try and simplify it, reflect changes to the law or reflect amended statutory guidance. However members of the Council have been frustrated with some aspects of both the policy and the way it operates on a day to day basis. Despite the proposed amendments it is doubtful that all the frustrations will disappear as the policy has to prioritise some households over others to comply with the law. This is a reflection of the imbalance in housing supply and demand and the lack of affordable housing in the county. The Council has recognised this shortfall and is laying out plans to address the issue in the affordable housing commitment.

It has been the intention that we use feedback from members where possible to drive the changes in relation to the production of a new policy document. Initial meetings with members were undertaken in early 2015. The general messages from these sessions include:

- Could the current system be simplified
- Could more priority be given to people from Carmarthenshire
- Could we give more priority to people who have lived in a particular ward
- Could we give more priority to existing tenants who want to down size and who are overcrowded
- Could we give more priority to people who work but on a low income
- Concerns about the number of households on the register
- Concerns about tenants who don't pay their rent and cause issues for their neighbours
- Concerns about members not being informed about a letting.

From the initial meetings it was clear members wanted to consider changes and amendments to our existing approach.

Further meetings were arranged to help establish the key policy issues which would be considered as part of a wider consultation exercise.

Given the context and the strong views for change, it is proposed to adopt an allocation scheme that is simpler to understand whilst easier to administer. This will be based on the following steps:

Step	Approach
Making a housing enquiry	Rather than complete an application form, the service user will be encouraged to have telephone or face to face discussion about their circumstances. For many users, social housing is not the appropriate solution. Housing Options staff can either supply or direct users to relevant and timely services. This will be confirmed in a written housing plan.
Who can join the register	Greater clarity on who can join the register <i>IF</i> social housing is the most appropriate solution.
The chances of getting housed	<p>A reduction and simplification of the current banding and points based system where there are two bands (replacing four) – A and B. This will also result in the removal of the points system and the chase for points. To comply with the law Band A will not change in terms of who we prioritise. It will involve those who are determined as priority need and homeless (Appendix 3 provides recent statistics in relation to homeless cases recorded). In addition it will involve those who are disabled and need to move to an adapted property. Households will then be prioritised by local connection and time on the register.</p> <p>The second band (Band B) will involve those who meet criteria which is set locally. Discussions have involved:</p> <ul style="list-style-type: none"> <li>• Those who are homeless but non priority need.</li> <li>• Those threatened with homelessness.</li> <li>• Low income families who are in employment.</li> <li>• People who if they or their relatives were re-housed would promote their independence and result in a reduction in homecare.</li> <li>• Tenants who are overcrowded and need one bedroom or more /under occupied by one bedroom or more.</li> </ul> <p>We will register all applicants details if they require us to regardless of them meeting the criteria outlined. These applicants are only likely to be contacted if a particular home cannot be let.</p> <p>For each band there will be further priority given in the following order:</p> <ol style="list-style-type: none"> <li>1. Local connection with, and time spent in, Carmarthenshire.</li> </ol>

	<p>2. Time spent in a particular area.</p> <p>3. Time on Housing Choice Register</p>
What size and type of home	Greater clarity on what individual households will be entitled to in terms of size and type.
Suspensions from the register	Greater clarity on being suspended from the register and the process for appeals.
Specific types of housing	Clarity on separate registers for disabled people, older people/sheltered housing and for local/sensitive lettings policies.
Role of members	Clarity on the role of members in the allocation process.
Amendments	Note on amending the policy and other legal requirements.
Local Lettings and Sensitive Lets	There will be a continuation with these policies

## Summary Of Consultation Exercise

There have been several meetings with members to help inform the drafting of this policy document. 216 people responded to our online and telephone surveys. There have been several focused sessions with Council staff, RSL partners other partners and tenant groups. The full programme of consultation is outlined in Appendix 1.

The results of the consultation exercise have again been shared in further meetings with members prior to finalising the new proposals. Key issues arising from the consultation involve:

- 71% agreed with the priorities outlined.
- There was clear support (87%) for giving priority to people with a connection to Carmarthenshire.
- 79% felt that they should be given priority for the area which they currently live which supports the view of current applicants where 69% indicated they wanted to continue to live in the area they currently reside.
- The consensus felt that local connection should depend on an applicant living in the area for a five year period.
- 76% felt working people should be given some priority.
- 86% indicated tenants willing to downsize should be given greater priority.

These issues and the feedback collated from various meetings support the change of approach in the new policy document (Appendix 2).

## Recommendations

To recommend to Executive Board that:

- The results of the consultation exercise are accepted.
- The Draft Access to Social Housing Policy (Appendix 2) be approved.

**DETAILED REPORT ATTACHED?**

**YES**

# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Robin Staines**

**Head of Housing & Public Protection**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>

## 1. Policy, Crime & Disorder and Equalities

The proposals subject to consultation will lead to a change to our Allocations to Social Housing Policy. The policy has undergone an Equalities Impact Assessment and no significant issues were identified.

The policy focuses on meeting local housing need and supporting balanced communities. It closely aligns with supporting people to live as independently as possible in their own home and improving people's health and well being.

## 2. Legal

We developed these proposals with the assistance of an independent external advice and in consultation with our solicitors. As part of the consultation exercise we sought further expert legal advice.

The policy will need to meet the requirements of the Housing Act 1985, the Housing Act 1996, the Housing Act 2004, the Crime and Disorder Act 2003, the Housing Act (Wales) 2014, the Welsh Assembly Government Code of Guidance for Local Authorities on Allocation of Accommodation and Homelessness (2015).

Under S.167 (7) of the Housing Act 1996, before adapting or altering the policy the local authority will send a copy of the draft, or proposed alteration, to every housing association in the County; and ensure that those housing associations have a reasonable opportunity to comment on the proposals. In addition Under S.168 (3) of the Housing Act 1996, the local authority will notify by letter, within a reasonable period and consult with those affected by a major change to the policy.

## 4. ICT

Changes to the current IT system will be required as the policy is implemented. This can be carried out by further developing the existing in house system.

## 5.Risk Management Issues

Failure to review our policy may have an impact on people's perceptions of fairness and clarity in allocating social housing. The proposals have been developed to ensure additional weighting is given to identify local priorities, as well as meeting housing need.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Robin Staines

Head of Housing & Public Protection

### 1.Local Member(s)

Local members have been involved in developing options for change.

### 2.Community / Town Council

Community and Town Councils will form part of the detailed consultation exercise.

### 3.Relevant Partners

Housing Associations have been consulted in relation to possible options for change. Housing Associations and other partners will be involved in the detailed consultation exercise.

### 4.Staff Side Representatives and other Organisations

Housing Services Advisory Panel was involved in the initial discussions on options for change. Service users, existing applicants and other organisations like Shelter will be involved in the detailed consultation exercise.

### Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Carmarthenshire County Council – Access to Social Housing Policy	Housing General Files	Council Website - Democratic Services

## Appendix 1 - Consultation on a Draft Access to Social Housing Policy

Method	Description
Local Members	Consultation via further member's seminars and consultation through the political process.
Staff Focus Group	Sessions held with staff of council and housing associations.
AM's / MP's	Letters ,questionnaire copy of the draft policy will be sent to AMs/MPs.
Tenant Networks	Sessions held with all tenant networks. <ul style="list-style-type: none"> <li>➤ A&amp;G</li> <li>➤ Llanelli</li> <li>➤ TTT</li> </ul>
Stakeholders	Discussions will be held at the Homeless Forum. Homeless Forum group included: The Wallich, Shelter Cymru, NHS, Gwalia Care and Support, Leaving Care team, Hafan Cymru, Prison Service, Careers, Hywel Dda, Christians Against Poverty, Probation, Llety, Foundation Housing, Mental Health Team, Tai Cantref, CAB, Red Cross
Community/Town Councils	E-mails with attachments will be sent to all with e-mail addresses and letters sent to the remainder informing them of the internet link to look at documents and provide feedback.
Groups through the Equalities Impact Assessment	Contact made to all the groups listed below with a link to the proposed new policy and an opportunity for feedback. <ul style="list-style-type: none"> <li>➤ CAVS – multicultural network in Llanelli</li> <li>➤ The Carmarthenshire Disability Coalition</li> <li>➤ Welsh Language</li> <li>➤ Older People (over 50)</li> <li>➤ Younger People</li> <li>➤ Stonewall – housing and LGB issues</li> </ul>
Facebook	Notice posted on the wall which links to the Carmarthenshire website.
Website	Policy and questionnaire posted on the website under the consultations section which an electronic feedback survey.
Current applicants on the register	Text message sent to existing applicants on the housing register where there is a mobile number, directing them to the consultation page on the website.

Neighbouring Local Authorities	E-mail sent to the neighbouring authorities with copies of the proposed policy asking for any comments.
Shelter Cymru	Letter and copy of draft policy will be sent
Welsh Assembly	Letter and copy of draft policy will be sent
Ombudsman	Letter and copy of draft policy will be sent
Welsh Local Government Agency	Letter and copy of draft policy will be e-mailed.
Welsh Housing Notice Board	Article posted on the Welsh Housing Notice Board Forum pages.
Aelwyd Housing Association	Letter and copy of draft policy will be sent to the association.
Wales and West Housing Association	Letter and copy of draft policy will be sent to the association.
Pembrokeshire Housing Association	Letter and copy of draft policy will be sent to the association.
Legal Services Division	Discussion with Council Solicitors and expert legal opinions will be sought.
Press Release	Article placed in press informing public of the draft policy and ways of providing us with feedback.
Tai Pawb	Letter, questionnaire draft policy will be sent
Other Council Divisions	E-mail forwarded to Heads of Service and attached policy.
Landlords Forum	Link and documents forwarded to all landlords who form part of the forum.



**CONSULTATION QUESTIONNAIRE –  
A FRAMEWORK FOR ACCESSING SOCIAL HOUSING**

The way social housing is allocated in Carmarthenshire is outlined in our Access to Social Housing policy (commonly known as ‘The Allocations Policy’). We operate a common approach with other registered social landlords (Housing Associations) who operate within the county.

We are reviewing our approach and would like to hear your views on some possible changes to our existing policy. We would be grateful if you could help and complete the questionnaire below.

**LOCAL CONNECTION**

**1. We would like your views on if we should give priority to people who are resident to Carmarthenshire.**

1a. Do you agree on giving priority to those seeking housing who live or have a local connection to Carmarthenshire?

Yes.....

No.....

1b. If yes, should we set timescales in relation to residency, for example 3 years, 5 years or longer?

3 years .....

5years .....

Longer .....

**2. We would like your views on if we should give more priority to people who are resident in a particular area (ward).**

2a. For those seeking housing in a particular area (ward), should more priority be given to those with a local connection to that particular area (ward)?

Yes.....

No.....

2b. If yes, should we set timescales in relation to residency, for example 3 years, 5 years or longer?

3 years .....

5years .....

Longer .....

**3. We would like your views about giving priority to people who want to move to Carmarthenshire to work.**

Should we give priority to those who want to move to Carmarthenshire to work?

Yes.....

No.....

**4. We would like your views about giving priority to those who want to move to Carmarthenshire to care for an elderly relative.**

Should we give priority to those who want to move to care for an elderly relative?

Yes .....

No .....

**EXISTING TENANTS**

**1. We would like your views about giving priority to existing tenants who want to move because they are living in a property that is too large /small.**

Should we give priority to existing tenants who want to move because their property is either too large or too small for their household?

Yes.....

No.....

**WORKING FAMILIES**

**1. We would like your views about giving priority to people who work but are on a low income.**

Should we give more priority to people who work but are on a low income?

Yes.....

No.....

**OUR PRIORITIES**

**1. We would like your views about who we have given priority to within the policy.**

1a. What are your views on how the priorities have been set?

1b. Are there any other individuals or groups that should be given priority?

**NUMBER OF OFFERS**

**1. We would like your views about making one reasonable offer within a six month period.**

Do you feel that the one offer within a six month period is reasonable?

Yes.....

No.....

If no, how many offers would be reasonable?

2 .....

3 .....

## IEWS AND COMMENTS

Do you have any other views or comments in relation to the possible changes to the policy?

**Thank you for completing this questionnaire, your views are extremely important to us**





# Carmarthenshire's Policy for Allocating social housing October 2016

October 2016

[Housing@carmarthenshire.gov.uk](mailto:Housing@carmarthenshire.gov.uk)

[www.carmarthenshire.gov.uk/english/housing](http://www.carmarthenshire.gov.uk/english/housing)

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## Overview

The aim of this policy is to set out clearly how we decide who gets social housing in Carmarthenshire.

It is the Local Authority's policy to allow applicants to choose the area in which they wish to be housed and express preference on the type of housing they wish to be considered for.

The allocation of social housing is governed by the law, but can include certain local priorities. These local priorities have been developed in consultation with members of the council, applicants, partners and the public.

Our priorities have been set out in two bands, A and B. Where applicants have the same priority status, allocations will be made based on local connection, community connection and time registered.

This policy sets out who is eligible for social housing and what we take into account when we make the decision. It covers how applicants can apply for and access social housing; the priority they will be given and the order in which any offer of social housing will be made.

This policy will not cover detailed operational procedures, which are contained in a separate procedure document available on request.

## Developing this policy

Over the course of the past year, we have consulted widely which involved:

- Radio adverts to raise awareness of the policy's proposed changes
- An online survey asking people to give their views on the draft proposals
- A telephone survey requesting views from people on the Register
- Extensive discussions with local housing associations & front line staff
- Discussions with key partners like Shelter Cymru and our Homeless Forum
- Meetings with members of the Council
- Expert views from our solicitors and consultants to ensure we meet our legal obligations

This policy has to meet our legal responsibilities and has been developed in accordance with the Housing Act 1996 (Part 6), the Housing (Wales) Act 2014, the Social Services and Well-being (Wales) Act 2014 and the *Code of Guidance for Local Authorities: Allocation of Accommodation and Homelessness* (Welsh Government, 2016) (referred to herein as the “Code of Practice”).

We are committed to ensuring that our allocations and lettings are non-discriminatory and we aim to meet our obligations under the Equality Act 2010. This includes all applicants being able to access the service taking account of any vulnerability or specific needs.

An Equalities Impact Assessment has been undertaken as part of the development of this policy document. It is available online at [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)

To ensure we meet all of our responsibilities we will:

- Monitor the policy and its impact on equality and accessibility
- Meet information sharing and data protection requirements
- Deal with complaints in an appropriate and timely way

## Key stages in being considered for social housing

There is a 5 stage process an applicant will go through prior to consideration for housing.

### Stage 1 – Information, Advice and Application

Information on housing options can be found on our website - [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk) where an enquiry can be made on-line.

We also have a team of dedicated housing advisors who will discuss individual housing needs and circumstances and give appropriate information, assistance and advice. This includes information about buying or renting a home or helping people to stay in the home they currently have. The team can be contacted on telephone number 01554 899389 or by mail via [schoptions@carmarthenshire.gov.uk](mailto:schoptions@carmarthenshire.gov.uk).

To speak to someone out of hours as an emergency - Telephone 01558 824283. After the initial enquiry and potential discussion, applying to join the housing register may be the most appropriate option.

We will accept a joint application and it will be treated as one application. The housing need of the full household will be considered in assessing a housing application. However, we do not accept multiple applications. No individual can have their name on more than one housing application at any one time.

## Stage 2 – Eligibility

As part of the housing options discussion we will assess whether an applicant will qualify to join the Housing Register. We have to ensure applicants are eligible to join the register and rigorous checks are undertaken to ensure only those legally allowed to get social housing are registered. We need formal photo identification (e.g. passport, driving licence) and National Insurance Number. This will help us to make initial checks prior to registration. We will also collect information to help us ensure allocations are made fairly and in line with the Equality Act 2010.

There are some groups of people who *by law cannot* join the register regardless of their housing need or circumstances. These are people who:

- Come under various immigration rules and cannot claim housing help
- Live outside the Common Travel Area, (UK, Channel Islands, the Isle of Man or the Republic of Ireland) for tax purposes
- Do not have the right to live in the UK
- The Secretary of State has decided are not eligible for housing.

Those who have been guilty of unacceptable behaviour<sup>1</sup> will not be registered. This is where we are satisfied that an applicant (or a member of an applicant's household) is guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant. This may be because of the following:

- Non payment of rent
- Breach of former tenancy conditions
- Conduct causing nuisance or annoyance
- Using the property for illegal/immoral purposes

Anyone over the age of 16 can apply to join the register. Prospective tenants will be assessed in terms of their ability to manage a home. This may include a referral to our Children's Social Services team or other organisations who work with young people, who may make a recommendation regarding an applicants' suitability. Any tenancy for a person under 18 will be held in trust (after which they can legally hold a tenancy in their own right). This means that another suitable person (such as a parent, legal guardian, carer, social worker or relative) will be responsible for the property in the meantime.

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<sup>1</sup> Under section 160A(7) & (8) of the 1996 Housing Act.



Once registered an applicant can be considered for a home by us and the following participating housing associations:

- Bro Myrddin Housing Association
- Family Housing Association
- Pobl Housing Association
- Wales and West Housing Association

These associations have voluntarily signed up to this policy to ensure that all applicants applying for social housing have a single application process and are assessed using the same criteria. We work together with the aim to ensure all homes are allocated according to this policy.

### Stage 3 – Priority

Social Housing is only allocated to people who have been accepted onto our housing register. Once eligibility to join the register has been confirmed, some applicants will be placed into one of two priority bands<sup>2</sup>. This is dependent on the applicant's housing need and circumstance. For both bands, priority is given to people with a local connection to Carmarthenshire, a community connection within Carmarthenshire and the length of time that they have been registered on the register.

When assessing an applicant's housing needs consideration will be given to Appendix 3 of the *Code of Practice* to ensure that those with reasonable and additional preference are given adequate priority for housing.

The bands are as follows:

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<sup>2</sup> This policy has been framed in accordance with section 167(2) of the Housing Act 1996, which permits local authorities to give additional preference to applicants who have urgent housing needs.

## Band A – Urgent Housing Need (Additional Preference)

### Homelessness

- Applicants who have been assessed under Part 2 of the Housing (Wales) Act 2014 and a section 75 duty has been accepted.

### Urgent medical or welfare grounds

- The applicant will need to move due to high risk or life threatening grounds which will not improve until more suitable accommodation is offered. This will require an assessment by an Occupational Therapist who may recommend moving to a more suitably adapted home.
- The applicant or a member of the same household who is a veteran and has seen active service within the armed forces and is suffering from post-traumatic stress disorder or serious illness directly related to service in the forces.

### Insanitary, overcrowded or unsatisfactory housing conditions.

- The applicant is currently occupying a property where there is a statutory requirement to vacate due to a prohibition order/demolition order/compulsory purchase order.
- The applicant is living in seriously overcrowded conditions (an example is if the household are lacking two or more bedrooms).

### Need to move due to hardship & under occupying

- Failure to move to a particular locality would result in hardship
- The applicant is currently under-occupying social housing in Carmarthenshire and needs to transfer to a smaller property due to the current property being unaffordable and remaining would result in hardship.

The Housing Act 1996 gives full detail of situations where applicants should be given additional preference and/or assessed under Part 2 of the Housing (Wales) Act 2014 and we will assess applicants in accordance with this legislation fully.

### Band B – Housing Need (Reasonable Preference)

People who are homeless or threatened with homelessness. Examples being:

- Applicants who are threatened with homelessness within 56 days and may be in Priority Need.
- Applicants who have been assessed as homeless but not in priority need.
- Applicants who have been assessed as intentionally homeless and are not suspended from the housing register for unacceptable behaviour.<sup>3</sup>

People who need to move on medical or welfare grounds. Examples being:

- Applicants who need to move as their medical condition will not improve. The assessment is not based on the medical condition alone but how their current accommodation affects their health. This will include applicants living in a mobile home, caravan or converted vehicle.
- Applicants who need to move to provide or receive support and care as they cannot carry out day to day activities alone i.e. washing, cleaning and getting in and out of bed.
- An applicant who is currently under-occupying social housing in Carmarthenshire and needs/ wants to transfer to a smaller property.
- An applicant who wants to move from an adapted home that they no longer require. This would then benefit another household who requires this specialist type of property.

People occupying insanitary or overcrowded housing or otherwise living in unsatisfactory conditions. An example being:

- The applicant is living in an overcrowded property and is lacking one bedroom.

People who need to move to a particular locality in the district of Carmarthenshire County Council, where failure to meet that need would cause hardship to themselves or others. An example being:

Applicant who is working but have an income under the threshold for Working Families Tax Credit (£16,000 in October 2015).

For those on the housing register who do not fall into these bands they will be considered as 'Registered Only'. These are applicants who are eligible to be registered, but have limited housing need; however they have expressed an interest in moving. They may be offered properties which have not been taken up by applicants from the two priority groups.

<sup>3</sup> People who are owed a duty by any local housing authority under section 190(2), 193(2) or 195(2) or 68(2) or who are occupying accommodation secured by any such authority under section 192(3).

## Stage 4 – Size, Type and Location

We need to establish where an applicant wishes to live as well as the size and type of home they are looking for. As far as possible, we want to give choice to applicants and meet their aspirations as well as their needs.

Applicants are able to express a preference regarding the type of property and the area in which they would like to live. There is greater demand in some areas than others. An applicant may be asked about areas where they believe they cannot live due to fear of violence, harassment or domestic abuse.

Giving applicants a choice must be set against the legal need for us to resolve some applicant's housing situation and the high demand for housing in Carmarthenshire. We may not be able to meet every applicant's preferences.

Appendix 1 sets out the basis of which size property applicants will be considered for.

## Stage 5 – Allocation

Those applicants with the greatest housing need will be considered first (Band A). Where a property becomes available to let, an officer of the authority will look at:

- The applicants that have selected that area
- The size of the property
- The type of property
- Whether it has had disabled adaptations

When selecting applicants who meet the criteria of Band A or Band B, we will prioritise applications in accordance with the following prioritising factors:

Prioritising Factor One	The Priority Band	BAND A applicants will be first, then BAND B, then registered only applicants.
Prioritising Factor Two	The Local Connection Criteria	We will then sort by applicants who have a Local Connection (see appendix 2 for full details of local connection)
Prioritising Factor Three	Community Connection Criteria	If there is more than one interested applicant, we will sort by Community Connection (see appendix 2 for full details of community connection)
Prioritising factor Four	Time Registered	In the event that there still remains more than one applicant the final deciding factor will be the time spent on the housing register in the priority band

There is a fifth prioritising factor which is if the applicant has the financial ability to resolve their own housing need. If an applicant shortlisted has enough financial resources to meet their own housing need, the applicant will have less priority for housing than another applicant who does not. An example is when people have sold their property and then join the register for re-housing.

The offer is made to the highest banded applicant (with local connection, community connection and time waiting used to help us to shortlist between people in the same Band).

Once an applicant has been identified for a property, we will carry out a further verification of their eligibility and priority to ensure all information is accurate and correct before a formal offer is made. An offer will not be made if:

- Since joining the register an applicant has become ineligible.
- The priority band was found to have been incorrectly awarded due to the information provided by the applicant.
- Circumstances have changed since the priority band was awarded and the applicant is no longer entitled to the same level of priority.

We will verify all applicant's details and request proof in certain circumstances to confirm the information given is correct. Failure to provide the required information may mean we will decline the offer.

It is the applicant's responsibility to keep us up to date of any changes to their housing needs or household make up. We need to ensure we have accurate details and failure to respond to contact will result in being removed from the Register.

It is an offence to give false statement or to withhold information in connection with making a housing application. Where there is evidence of such an offence we will initiate legal proceedings<sup>4</sup> against the applicant and take steps to end any tenancy gained fraudulently. There are circumstances where allocations are made outside this process (Appendix 3).

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<sup>4</sup> Under S.171 of the 1996 Housing Act it is an offence to give false statement or to withhold information in connection with making a housing application. Where there is evidence of such an offence the Council will initiate legal proceedings with a fine of up to £5000

## Refusing an offer

Applicants who have refused a reasonable offer of accommodation will be removed from the register. If the circumstances change, applicants can reapply, but will be reassessed and their time waiting will start again<sup>5</sup>.

A suitable and reasonable offer of accommodation will mean:

- The property is the right size for the applicant's household
- The potential impact on education, employment, support and essential services has been fully considered
- The threat of violence or domestic abuse has been considered
- The property is located in an area chosen by the applicant.

There are times and circumstances when this may be varied. We may make a suitable offer outside an area of choice to ensure we meet our legal responsibilities with regard to homeless people, or to reduce the financial impact of providing temporary accommodation.

All formal offers to those accepted a duty under homeless legislation will be in writing.

There may be times when an offer is withdrawn. This may be done up to the point of signing a tenancy agreement. Examples of reasons when an offer may be withdrawn are:

- The property is not suitable for the household's needs
- The property fails to become available
- There is a concern for community safety
- It comes to light that information has been withheld
- It comes to light that the household or member of the household has a property related debt
- The offer has been made in error
- The household's circumstances have changed
- The property is required for an emergency
- It transpires that the rent would not be affordable.

Applicants who have accepted an offer of accommodation are prevented from re-applying for housing within 12 months, unless circumstances have significantly changed.

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<sup>5</sup> Those households owed a homelessness duty under section 66, or s73, or s75 of the Housing (Wales) Act 2014 or applicants who are considered homeless within the meaning of Part 2 of the Housing (Wales) Act 2014, will be removed from the register and also bring to an end any statutory homeless duty owed under s66, s73 or s75 and they will be reminded of this consequence at the point the property is formally offered to them.

## The Review Process

The applicant has the right to a review of the following decisions:

- The applicant disagrees with the decision not to place them in a band or disagrees with the band they have been placed in
- The applicant considers that a decision has been reached based on incorrect information
- The applicant has been treated as ineligible on the basis of their immigration status
- They have been treated as ineligible to join the register due to unacceptable behaviour
- They have refused a reasonable offer of accommodation.

Applicants must request a review of a decision within 21 days of being notified in writing. They must give reasons why they wish to have the decision reviewed including where they believe an incorrect decision has been made.

The review, which the applicant has a right to attend with a representative, will be carried out by a senior officer of the Council. The reviewing officer will not have been involved in making the original decision.

We will aim to complete and inform the applicant in writing of the decision within four weeks, after taking into account any additional information that has been provided. Alternatively, the applicant will be advised of any time extension required to make the decision. The applicant has the right to go to County Court, on 'a point of law' if they disagree with the review decision.

## Councillors, RSL board members, staff and their relatives

The primary role of our councillors (as outlined in statutory guidance), is to develop and approve the policy and to hold officers of the authority to account for their actions.

Elected Members cannot be involved in assessing housing applications or the allocation of housing. However this does not prevent them from seeking or providing information on behalf of their constituents. Members will be informed of any vacant homes. When the property has been successfully allocated and occupied we will also inform local members (we will abide within the data protection restrictions and not share personal information).

Officers of the authority are responsible for applying this policy and allocating according to its rules. It is likely that separate officers will be involved in the assessment or applications and the allocation of housing. So having a clear policy will ensure consistency.

In order to ensure that the Council is treating all applicants fairly, any application for housing from Councillors or employees of Carmarthenshire County Council or associated persons must be disclosed. Canvassing is not allowed. These

applications will be assessed in the normal way but any allocation of housing must be approved by the Head of Housing and Public Protection. For Housing Associations they must have the allocation approved at a board level and make the Welsh Government aware of the allocation.

## Publicising the policy

We will publish this policy and make it freely available. We will provide a copy free of charge to anyone who requests one as well as making it available online. Advice on the wording of this policy is available through the housing options and advice team on 01554 899389.

## Changing the policy

The policy cannot be amended until copies of changes have been sent to the participating housing associations. They must have a reasonable opportunity to comment on the proposals.

All major changes will need to be approved by the County Council. We will notify in writing, and within a reasonable period, any major changes in policy to those it may affect. Any major changes will require a full and detailed consultation process for those potentially affected. Results of the consultation will be presented to the County Council and housing associations.

For minor changes to the policy, decisions will be delegated to the Executive Board Member for Housing.

A set of operational procedures which will underpin this policy document will be approved by Executive Board Member for Housing. For minor changes to procedure decisions will be delegated to the Head of Housing & Public Protection. The Partnership will be consulted prior to all changes.



## Appendix One – location, type and size of property

Properties will be allocated which are appropriate to the size of the household. However, in some areas we may not have the size home to meet exact needs. To ensure we can maximise the use of the stock, an offer of a property may be made which is larger than would be made normally. In these circumstances we will ensure the applicant can afford the rent before making the offer.

Household	Size	Property Type
Single people/couples	1 bed	Bedsit, 1 bedroom flat
Single people or couples 55 and over	1 bed	Bedsit, 1 bedroom flat 1 or 2 bed bungalows and sheltered housing
Household expecting their first baby (and in receipt of the MATB1 certificate)	2 bed	2 bedroom flats, maisonettes and houses
Household with one child <sup>6</sup>	2 bed	2 bedroom flats, maisonettes and houses
Household with two children of same sex aged under 16 years	2 bed	2 bedroom flats, maisonettes and houses
Household with two children of opposite sex where one is over 10 years	3 bed	3 bedroom house
Household with three or more children	3 bed	3 bedroom house 4 or 5 bedroom houses (if available as limited stock of this size)

There are exceptions to this which are outlined as follows:

**Older people’s housing or ‘Sheltered Housing’** is normally reserved for those aged 55 years plus. This may vary in Extra Care Accommodation where the criteria may be based on care and health needs. For Local Authority Schemes, an assessment will be carried out by a Sheltered Scheme Officer. To be considered, people will normally:

- Be over 55, (although some schemes may have a higher minimum age requirement)

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<sup>6</sup> **Households with children** – this means a person in receipt of child benefit. We do not consider a requirement to provide a secondary home.

- Be able to evacuate the building by themselves in the event of a fire (for Council owned complexes)

The same priority arrangements are then applied.

**Bungalows** will be allocated to households with a family member over the age of 55. If there aren't applicants who meet these criteria other people will be considered below this age taking account of their circumstances.

**Adapted properties** will be allocated where a member of the household has been assessed by an Occupational Therapist and where it has been determined they require particular adaptations.

**Financial hardship** – Affordability assessments should be carried out to ensure every effort is made to ensure the homes offered are affordable.

**Extra Care** – These are specialist facilities for applicants who require support and care. The assessment will be made based on the Extra Care Facilities criteria.

## Appendix 2 – Local Connection and Community Connection definition and areas

### Local Connection to Carmarthenshire

Local Connection is defined in Section 81 of the Housing (Wales) Act 2014.

A person has a local connection with the area because:

- the person is, or in the past was, normally resident there, and the residence is or was of the persons own choice.
- the person is employed there
- of family associations, or
- because of special circumstances

Applications from applicants who do not have a local connection with Carmarthenshire will still be accepted onto the housing register. However your priority will be reduced.

The vacant homes will be let in accordance with housing need and priority. Where there are applicants of similar housing need local connection will be one of the factors used to sort and decide who is allocated the property.

### Community Connection to an Area

Community connection to an area may be the area where an applicant lives. However, it can also apply to an area where they lived previously, have family living there, work closely to or have children in school close by. Applicants can select one area where they wish community connection to apply taking the following criteria:

- Applicants who have lived in the Community area for a continuous period of at least 5 years or more.
- Applicants who are working in the community area.
- Applicants who have previously lived in the community area for a continuous period but have had to move out of the area to access accommodation; and/ or have a close relative<sup>7</sup> who has resided in the area for 5 years and it has been assessed they need to continue to live in the area in order to provide essential support.
- Serving members of the Regular Forces who have a community connection to the area i.e. previously lived here/ close relatives currently living here.

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<sup>7</sup> Close relative is defined as Mother, Father, Children or Siblings who have resided in the ward for a minimum of 5 years

## Community Connection Areas

Applicants will be classified as having a community connection to the following area groupings:

Llanelli East	Amman Valley	Llanelli Town	Rural Central
Llanelli West	Rural West	Lower Gwendraeth	Llanelli North/Rural
Gwendraeth	Rural North	Carmarthen	Ammanford
Llandovery/Llandeilo			

If you can demonstrate any other reason that you have a connection with a different community area then we will offer flexibility to register you for that area. An example of flexibility is where you are living near the boundary of a community area for example within 1 mile.

These 'community connection area' groups are designed to give applicants choice over a wider area than just a single village or town. This helps balance need against areas with little or no social housing.

## Appendix Three – properties allocated outside of the policy and other exceptions

There are times when homes will be allocated outside of the banding priorities. In the interests of transparency we will keep these circumstances to a minimum. These are:

- Where there is a need to provide alternative accommodation for a tenant in order to carry out repairs or improvements to their home or where the tenant needs to be moved as part of a regeneration scheme and the tenant has chosen to remain
- Where there is a duty to re-house people following a compulsory purchase
- Mutual exchanges between social housing tenants (Council or Housing Association tenants)
- Where a tenant dies, and succession of the tenancy to members of their household applies. If the home they have gained succession for is bigger than they reasonably need they may be offered suitable alternative accommodation. Or if the homes they succeed in is an adapted property they may be offered a suitable alternative to ensure we make the best use of our stock
- Where there is low/no demand for property
- Where an applicant is homeless and in temporary accommodation that would not be suitable for more than a short period of time or where we need to move applicants out of temporary accommodation to manage the budgetary implications.
  
- Where an existing tenant wishes to 'add' a joint tenant to their tenancy. If we are willing to allow the tenant to do so (which is at our discretion), the only way to put the tenancy in to joint names is to end the current tenancy and to grant a new joint tenancy in its place. In these circumstances we reserve the right to grant a new tenancy in the name of the joint tenants, without reference to the allocations policy.
- Where existing joint tenants wish to 'remove' one of their number from the tenancy agreement. If we are willing to allow the tenants to do so (which is at our discretion), the only way to put the tenancy in to the remaining tenant's sole name is to end the current tenancy and grant a new tenancy. Where such a request is made, we reserve the right to grant a new tenancy in the name of the tenant who wishes to remain at the property, without reference to the allocations policy.

There are other times when offers of accommodation will be made or impacted by other policies or operational or management requirements. These are permitted under section 167(2E) of the 1996 Act and we have categorised them as follows:

<p>Local Lettings Policies (areas)</p>	<p>In some circumstances, particular areas may have a formally agreed local lettings policy. A local lettings policy would be in place to make sure that homes in that area are given in a way that helps to tackle particular issues. To agree a local lettings policy it should be based on the following test:</p> <p>Clear definition of what is to be achieved by the local lettings policy.</p> <p>Clear evidence base to back up the need of the local lettings policy.</p> <p>Any potential equality impact has been considered how long the local lettings policy is to be operational and when the local lettings policy is to be reviewed.</p> <p>A local lettings policy must be approved by the Executive Board Member for Housing (council) or the RSL Board (Housing Association) before it can be put into place. It <b>must have</b> partnership approval to ensure any adverse unintended impact on other partner landlords are mitigated and the review period agreed.</p> <p>An example is, when looking at new housing developments, a local lettings plan is required to ensure a sustainable community cohesion is sought. Preference can be awarded to transfer applicants to allow for a mix of tenants in a new area.</p> <p>The Executive Board Member for Housing would need final sign off following partnership approval.</p>
<p>Sensitive Lettings (individual properties)</p>	<p>An individual property may be a 'sensitive let'. This could be where there is a confirmed history of antisocial behaviour or criminal activity at that property involving the previous tenant or members of their household. A property will only be named a sensitive let with the approval of the Head of Housing (council) or by a manager of equal seniority (housing association). If a property is a sensitive let, certain households will not be considered for that property. Once the property has been let it will no longer be classed as a sensitive let. Letting in this way should be as an exception and not the rule.</p>
<p>Exceptional circumstances</p>	<p>To preserve some degree of flexibility as permitted under s 3.67 of the Code of Guidance, the Head of Housing and Public Protection has delegated powers to make an emergency offer of accommodation. However this is rarely used. A detailed and evidenced report is maintained for inspection where this power has been used and should be reported to the Partnership.</p>

Use of the above letting policies will be monitored to ensure that it is not; adversely impacting on the general lettings, dominating the preference categories nor being used inappropriately.

Other exceptions will involve:

**Traveller sites** – Accommodation needs for traveller families are assessed under section 101 of the Housing (Wales) Act 2014. If the assessment identifies needs within the area with respect of the provision of sites on which mobile homes may be stationed the Authority must exercise its powers in section 56 of the Mobile Homes Wales Act 2013. Regard has been given to the Welsh Government’s publication, “Travelling to a better future” and its guidance on Managing Gypsy and Traveller Sites. The process for allocating a pitch would still be based on priority, local connection, community connection and time waiting if there were 2 or more interested applicants.

**Adapted Accommodation** – Some homes have been specially adapted to meet people’s needs. This type of accommodation includes homes for the disabled and people with special housing requirements. To ensure we match people to adapted homes and make the best use of the accommodation we have available, an Accessible Housing Register (AHR) is also operated as part of the main register.

Specific housing needs are identified and assessed as part of the initial housing enquiry. As part of this process an assessment may be undertaken by an Occupational Therapist. The result of this assessment will dictate the level of need and the type of adapted property required.

**Shared accommodation** – shared lettings for young people (aged 18-35 years) may be allocated outside of the policy to allow the ability for some self-selection of fellow sharers. A local letting plan should be developed prior to allocation.





### Appendix 3

Table 1 provides the number of homeless cases recorded for 2015/2016

Table1

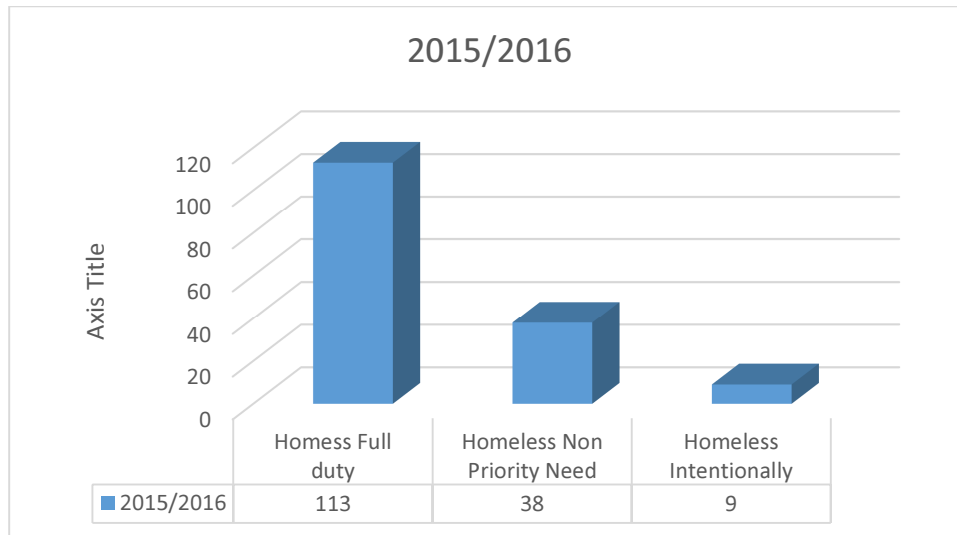
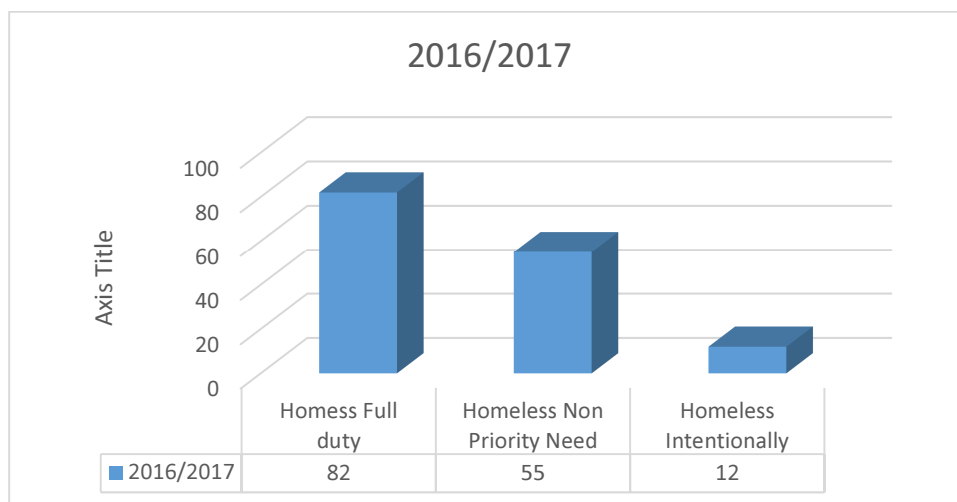


Table 2 provides the number of homeless cases recorded for the first two quarters of this year (1/4/2016 to 30/9/2016)

Table 2



The graphs show the number of homeless cases broken down by those:

- that were accepted with a full homeless duty and have a priority
- that were assessed and are homeless but are not a priority
- that were assessed as homeless with a priority but had made themselves homeless (Intentionally homeless)



**COMMUNITY  
SCRUTINY COMMITTEE  
3rd NOVEMBER 2016**

**Revenue & Capital Budget  
Monitoring Report 2016/17**

**To consider and comment on the following issues:**

- That the Scrutiny Committee receives the budget monitoring report for the Housing, Regeneration, Planning and Leisure & Recreation Services and considers the budgetary position.

**Reasons:**

- To provide Scrutiny with an update on the latest budgetary position as at 31st August 2016, in respect of 2016-17.

**To be referred to the Executive Board for decision: NO**

**Executive Board Member Portfolio Holders:**

- Cllr. Linda Evans (Housing)
- Cllr. Meryl Gravell (Regeneration & Leisure)
- Cllr. David Jenkins (Resources)

<p><b>Directorate:</b> Corporate Services</p> <p><b>Name of Head of Service:</b> Owen Bowen</p> <p><b>Report Author:</b> Owen Bowen</p>	<p><b>Designation:</b></p> <p>Head of Financial Services</p>	<p><b>Tel No. / E-Mail Address:</b></p> <p>01267 224886 <a href="mailto:obowen@carmarthenshire.gov.uk">obowen@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 3rd NOVEMBER 2016

## Revenue & Capital Budget Monitoring Report 2016/17

The Financial monitoring Report is presented as follows:

### Revenue Budgets

#### APPENDIX A

Summary position for the Community Scrutiny Committee. Services within the Community Scrutiny remit are forecasting a £196k overspend.

#### APPENDIX B

Report on the main variances on agreed budgets.

#### APPENDIX C

Detail variances for information purposes only.

#### APPENDIX D

HRA report ; forecast underspend of £667k.

### Capital Budgets

#### APPENDIX E

Details the main variances on capital schemes, which shows a forecasted net spend of £18,246k compared with a working net budget of £24,816k giving a **£-6,570k** variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed

#### APPENDIX F

Details all Capital Regeneration Schemes

#### APPENDIX G

Details all Capital Leisure Schemes

#### APPENDIX H

Details all Capital Housing General Fund (Private Housing) Schemes

#### APPENDIX I

Details all Capital Housing HRA (Public Housing) Schemes

**DETAILED REPORT ATTACHED?**

**YES – A list of the main variances is attached to this report.**

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.  
**Signed:** Owen Bowen Interim Head of Financial Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	NONE

**3. Finance**

Revenue - The Non HRA Housing, Regeneration, Planning and Leisure & Recreation Services show a net variance of £196k and the HRA Housing Service a net variance of -£667k against the 2016/17 approved budgets

Capital - The capital programme shows a net variance of -£6,570k against the 2016/17 approved budget.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:  
**Signed:** Owen Bowen Head of Financial Services

1. Local Member(s) – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations – N/A

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2016/17 Budget	Corporate Services Department, County Hall, Carmarthen



**Community Scrutiny Report**  
**Budget Monitoring as at 31st August 2016 - Summary**

Division	Working Budget				Forecasted				August 2016 Forecasted Variance for Year £'000	Jun 2016 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Regeneration	4,736	-2,487	4,115	6,363	5,167	-2,863	4,115	6,418	55	16
Planning	4,035	-2,440	555	2,150	3,908	-2,283	555	2,181	31	-147
Leisure & Recreation	13,839	-6,981	4,849	11,707	13,471	-6,513	4,849	11,807	100	0
Council Fund Housing	8,902	-8,365	541	1,078	9,074	-8,527	541	1,088	10	10
<b>GRAND TOTAL</b>	<b>31,512</b>	<b>-20,273</b>	<b>10,060</b>	<b>21,299</b>	<b>31,621</b>	<b>-20,186</b>	<b>10,060</b>	<b>21,495</b>	<b>196</b>	<b>-121</b>

## Community Scrutiny Report

### Budget Monitoring as at 31st August 2016 - Main Variances

Division	Working Budget		Forecasted		August 2016	Notes	June 2016
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Regeneration</b>							
West Wales European Centre	421	-307	257	-130	13	Net overspend mainly due to projected non-achievement of income target, partly netted off by cost savings on salaries (vacant posts), premises costs (following move to Nant Y Ci) and other supplies and services - pending realignment of budgets.	19
Physical Regeneration	451	0	406	0	-45	Underspend mainly due to staff vacancies	-40
Regen Core & Policy Performance	0	0	10	0	10	Increased staffing costs	6
Regeneration Business Support Unit	333	-107	331	-76	29	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property still hasn't been sold so ongoing overspend shown as a result.	44
UN Sir Gar	167	-128	175	-84	52	Overspend mainly due to projected non-achievement of income target.	11
<b>Planning</b>							
Building Control - Other	205	0	183	0	-22	Underspend as a result of staff vacancies.	-11
Minerals	254	-107	252	-153	-48	Underspend mainly due to charging out of staff to 2 projects as a 'direct cost'.	-53
Policy-Development Planning	457	-21	391	-22	-67	Underspend mainly as a result of vacant posts.	-91
Development Management	1,475	-1,252	1,393	-982	187	Overspend due to projected non-achievement of planning fee income target. Greater overspend forecast in August return due to income levels dropping further in July & August.	14
<b>Leisure &amp; Recreation</b>							
Burry Port Harbour	130	-181	122	-129	43	Projected shortfall in income from Mooring Fees	7
Discovery Centre	87	-113	96	-91	30	Projected shortfall in a number of income budgets £19k, forecast overspend in Staffing £11k	5
Pembrey ski shop	111	-115	35	-22	17	Projected shortfall in sales income	15
Carmarthen Leisure Centre	1,207	-1,131	1,213	-1,093	43	Projected income shortfall	32
Sport & Leisure East	209	-64	165	-36	-16	Part year vacancy	-14
Amman Valley Leisure Centre	703	-543	694	-498	36	Projected income shortfall	36
Sport & Leisure General	643	-50	606	-99	-86	One off income projected during 16-17	-35
Pembrey Country Park	528	-581	555	-542	68	Projected income shortfall £40k, forecast overspend in Staff £28k	7
Mobile Library	120	0	168	0	48	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met	40
Museums General	180	0	135	0	-45	Part year vacancies	-36
Leisure Management	278	0	267	0	-11	Numerous minor underspends	-12



**Community Scrutiny Report**  
**Budget Monitoring as at 31st August 2016 - Main Variances**

Division	Working Budget		Forecasted		August 2016	Notes	June 2016
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Council Fund Housing</b>							
Home Improvement (Non HRA)	488	-278	512	-312	-10	Additional income from providing landlord training	-11
Penybryn Traveller Site	126	-119	137	-119	10	Overspend anticipated due to the legal costs and other associated costs of removing a bad paying tenant from the site	10
Temporary Accommodation	279	-185	279	-174	11	Underachievement of Housing Benefit income due to income support issues with 16-17 years olds	11
<b>Other Variances</b>					-53		-75
<b>Grand Total</b>					<b>196</b>		<b>-121</b>

## Community Scrutiny Report

### Budget Monitoring as at 31st August 2016 - Detail Monitoring

Division	Working Budget				Forecasted				August 2016	Notes	Jun 2016
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Regeneration</b>											
WVEC Matchfunding for Future Schemes	1	0	24	25	1	0	24	25	0		0
RDP LEADER Running Costs (E)	62	-62	0	-0	59	-59	0	0	0		0
RDP LEADER Animation Costs (E)	109	-109	0	0	107	-107	0	0	0		0
RDP LEADER Implementation Costs (E)	188	-188	0	0	62	-62	0	0	0		0
RDP LEADER Cooperation (E)	115	-115	0	0	10	-10	0	0	0		0
Regional Engagement Team - ERDF (E)	0	0	0	0	68	-68	0	0	0		0
External Funding	0	0	0	0	0	0	0	0	0		0
West Wales European Centre	421	-307	97	211	257	-130	97	223	13	Net overspend mainly due to projected non-achievement of income target, partly netted off by cost savings on salaries (vacant posts), premises costs (following move to Nant Y Ci) and other supplies and services - pending realignment of budgets.	19
Regional Engagement Team - ESF (E)	0	0	0	0	66	-66	0	-0	-0		0
Marketing Tourism Development	392	-21	59	430	390	-26	59	424	-7		-12
Visitor Information	75	-9	15	80	77	-5	15	87	7		12
Llanelli Community	41	0	25	66	41	0	25	66	0		0
Communities First - CCC Cluster (E)	580	-580	0	0	581	-581	0	-0	-0		0
Communities First Lift (E)	93	-93	0	0	93	-93	0	0	0		0
Communities for Work - Priority 1 (E)	157	-157	0	0	144	-144	0	0	0		0
Amman Gwendraeth Community	97	0	12	109	97	0	12	109	0		7
3 T's Community Dev Core Budget	291	0	31	322	291	0	31	322	-0		-6
Betws wind farm community fund	111	-111	2	2	111	-111	2	2	0		0
Community Grants	148	0	5	153	148	0	5	153	-0		-0
Rural Carmarthenshire	25	0	5	30	37	-12	5	30	-0		0
Physical Regeneration	451	0	3,149	3,600	406	0	3,149	3,555	-45	Underspend mainly due to staff vacancies	-40
Amman Gwendraeth Regeneration	24	0	3	27	24	0	3	27	0		0
Llanelli Regeneration	21	0	3	23	21	0	3	23	0		0
Llanelli Coast Joint Venture	135	-135	5	5	207	-207	5	5	-0		0
Opportunity Street (E)	0	0	0	0	40	-40	0	0	0		0
The Beacon	126	-126	8	8	164	-164	8	8	-0		-0
Support for Carmarthenshire Businesses	0	0	0	0	0	0	0	0	0		0
Carmarthen town centre partnership (E)	10	-10	0	0	10	-10	0	0	0		0
Ammanford town centre partnership (E)	13	-13	0	0	13	-13	0	-0	-0		0
RLP - UK Futures (E)	0	0	0	0	30	-30	0	-0	-0		0
RLP Transition	0	0	0	0	150	-150	0	0	0		-0
Workways Plus	0	0	0	0	409	-409	0	0	0		0
Exploitation of Digital Technology in Carmarthenshire (E)	43	-43	0	0	35	-35	0	0	0		0
SW Wales Regional RTEF Promotion 16-17	100	-100	0	0	100	-100	0	0	0		0

**Community Scrutiny Report**  
**Budget Monitoring as at 31st August 2016 - Detail Monitoring**

Division	Working Budget				Forecasted				August 2016 Forecasted Variance for Year £'000	Notes	Jun 2016 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
Destination Sirgar 3	44	-44	0	0	44	-44	0	0	0		0
Regen Core & Policy Performance	0	0	0	0	10	0	0	10	10	Increased staffing costs	6
Regeneration Business Support Unit	333	-107	317	543	331	-76	317	572	29	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property still hasn't been sold so ongoing overspend shown as a result.	44
Match Funding Earmarked for Future Schemes	7	0	300	307	7	0	300	307	0		0
Regeneration Management	0	0	0	0	0	0	0	0	0		0
Business Support Projects	0	0	0	0	0	0	0	0	0		-0
UN Sir Gar	167	-128	0	39	175	-84	0	91	52	Overspend mainly due to projected non-achievement of income target.	11
Business Services	308	0	54	362	304	0	54	358	-4		1
Sector Development	0	0	0	0	0	0	0	0	0		-23
Events	47	-29	3	21	46	-28	3	21	0		-0
<b>Regeneration Total</b>	<b>4,736</b>	<b>-2,487</b>	<b>4,115</b>	<b>6,363</b>	<b>5,167</b>	<b>-2,863</b>	<b>4,115</b>	<b>6,418</b>	<b>55</b>		<b>16</b>

**Community Scrutiny Report**  
**Budget Monitoring as at 31st August 2016 - Detail Monitoring**

Division	Working Budget				Forecasted				August 2016	Notes	Jun 2016
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Planning</b>											
Planning Admin Account	384	-3	5	386	411	-46	5	370	-16	Planned general reduced spending on administration to offset the reduction in fees generated by the division.	0
Building Regulations Trading - Chargeable	452	-516	64	0	403	-467	64	0	0		0
Building Regulations Trading - Non-chargeable	20	0	3	23	19	0	3	22	-1		-1
Building Control - Other	205	0	55	260	183	0	55	238	-22	Underspend as a result of staff vacancies.	-11
Build Control Other Works	5	0	2	8	8	-3	2	8	-0		0
Minerals	254	-107	63	210	252	-153	63	162	-48	Underspend mainly due to charging out of staff to 2 projects as a 'direct cost'.	-53
Policy-Development Planning	457	-21	39	475	391	-22	39	407	-67	Underspend mainly as a result of vacant posts.	-91
Development Management	1,475	-1,252	258	482	1,393	-982	258	669	187	Overspend due to projected non-achievement of planning fee income target. Greater overspend forecast in August return due to income levels dropping further in July & August.	14
Tywi Centre	1	0	6	7	31	-30	6	7	-0		0
Conservation	276	-36	48	288	271	-34	48	286	-3		-5
Coed Cymru (E)	65	-65	12	12	62	-62	12	12	0		0
Caeau Mynydd Mawr - Marsh Fritillary Project	124	-124	1	1	121	-121	1	1	-0		0
Carmarthenshire Bogs 2	33	-33	0	0	33	-33	0	-0	-0		0
South Wales Regional Aggregates Working Party (E)	50	-50	0	0	47	-47	0	-0	-0		0
Waste planning monitoring report (E)	0	0	0	0	2	-2	0	-0	-0		0
Building Our Heritage (Delivery Phase) (E)	234	-234	0	0	239	-239	0	-0	-0		0
Tywi Centre EF Holding Account	0	0	0	0	42	-42	0	-0	-0		0
<b>Planning Total</b>	<b>4,035</b>	<b>-2,440</b>	<b>555</b>	<b>2,150</b>	<b>3,908</b>	<b>-2,283</b>	<b>555</b>	<b>2,181</b>	<b>31</b>		<b>-147</b>

## Community Scrutiny Report

### Budget Monitoring as at 31st August 2016 - Detail Monitoring

Division	Working Budget				Forecasted				August 2016 Forecasted Variance for Year £'000	Notes	Jun 2016 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
<b>Leisure &amp; Recreation</b>											
Local Nature Reserve Countryside Ranger (E)	0	0	0	0	-0	0	0	-0	-0		-0
Millenium Coastal Park	325	-98	1,001	1,227	347	-118	1,001	1,230	2		-3
Burry Port Harbour	130	-181	370	319	122	-129	370	362	43	Projected shortfall in income from Mooring Fees	7
Discovery Centre	87	-113	84	58	96	-91	84	88	30	Projected shortfall in a number of income budgets £19k, forecast overspend in Staffing £11k	5
Pendine Outdoor Education Centre	453	-311	76	218	509	-374	76	212	-6		-2
Pembrey ski shop	111	-115	4	0	35	-22	4	17	17	Projected shortfall in sales income	15
Pembrey Ski Slope	282	-226	113	169	218	-161	113	169	-0		8
Sport & Leisure West	215	-31	17	201	209	-31	17	196	-6		-3
Newcastle Emlyn Sports Centre	259	-108	17	168	262	-104	17	176	8		9
Carmarthen Leisure Centre	1,207	-1,131	326	403	1,213	-1,093	326	447	43	Projected income shortfall	32
St Clears Leisure Centre	131	-35	49	146	131	-37	49	143	-3		5
Bro Myrddin Indoor Bowling Club	21	0	82	104	22	0	82	104	0		-9
Sport & Leisure East	209	-64	18	163	165	-36	18	147	-16	Part year vacancy	-14
Amman Valley Leisure Centre	703	-543	79	239	694	-498	79	275	36	Projected income shortfall	36
Brynamman Swimming Pool	0	0	10	10	3	0	10	13	3		3
Llandovery Swimming Pool	189	-78	9	120	184	-79	9	114	-6		5
Garnant Golf Course	0	0	1	1	0	0	1	1	0		0
Gwendraeth Sports Centre	34	-11	2	24	33	-5	2	30	6		9
Dinefwr Bowling Centre	24	0	60	84	25	0	60	85	1		-7
5 x 60 (E)	237	-292	13	-43	236	-292	13	-43	-0		0
Dragon Sport (E)	114	-58	13	69	114	-58	13	69	-0		0
LAPA Additional Funding (E)	41	-41	0	0	41	-41	0	0	0		0
Sport & Leisure General	643	-50	409	1,002	606	-99	409	916	-86	One off income projected during 16-17	-35
National Exercise Referral Scheme (E)	176	-175	0	1	174	-174	0	1	-0		0
Sport & Leisure South	187	-42	17	162	183	-42	17	159	-3		-0
Llanelli Leisure Centre	1,117	-959	395	553	1,104	-939	395	560	7		-36
Coedcae Sports Hall	39	-18	5	25	37	-18	5	24	-1		3
ESD Rev Grant - Ynys Dawela	28	-28	0	0	28	-28	0	0	0		0
Wales Coast Path Maintenance Fund (E)	62	-62	0	0	62	-62	0	0	0		0
Country Parks General	566	-42	359	883	535	-7	359	888	5		8
Gwyn Aur Country Park	0	0	3	3	0	0	3	3	0		0
Pembrey Country Park	528	-581	46	-8	555	-542	46	60	68	Projected income shortfall £40k, forecast overspend in Staff £28k	7
Llyn Lech Owain Country Park	40	-20	42	62	56	-28	42	69	7		7
Carmarthen Library	396	-21	113	488	391	-22	113	483	-5		-5
Ammanford Library	244	-8	23	259	246	-18	23	251	-8		-4
Llanelli Library	431	-23	116	524	439	-28	116	527	3		-0
Community Libraries	215	-7	118	325	212	-10	118	320	-6		-6

## Community Scrutiny Report

### Budget Monitoring as at 31st August 2016 - Detail Monitoring

Division	Working Budget				Forecasted				August 2016	Notes	Jun 2016
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Libraries General	1,022	-2	106	1,126	1,016	-1	106	1,121	-5		5
Mobile Library	120	0	10	130	168	0	10	178	48	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met	40
School Libraries General	0	0	5	6	0	0	5	6	0		0
Carmarthen Museum, Abergwili.	119	-12	74	181	129	-15	74	188	7		-0
Kidwelly Tinplate Museum	7	-0	1	7	6	-0	1	7	-0		0
Parc Howard Museum	49	-7	91	133	41	-6	91	126	-7		2
Museum of speed, Pendine	29	-22	21	27	25	-24	21	21	-6		-0
Museums General	180	0	26	206	135	0	26	161	-45	Part year vacancies	-36
Archives General	124	-2	97	219	120	-2	97	215	-4		-5
Arts General	64	0	14	78	65	0	14	79	1		1
St Clears Craft Centre	62	-32	46	76	52	-29	46	68	-8		-9
Cultural Services Management	77	0	3	80	75	0	3	78	-2		0
Laugharne Boathouse	152	-95	21	78	172	-109	21	84	6		-15
Lyric Theatre	312	-190	52	174	297	-180	52	169	-4		-9
Y Ffwrnnes	682	-376	143	450	627	-318	143	451	2		3
Ammanford Miners Theatre	48	-15	2	36	48	-10	2	40	5		4
Entertainment Centres General	796	-468	28	355	668	-344	28	351	-4		1
Oriel Myrddin Trustee	178	-178	0	0	174	-174	0	0	0		-0
Oriel Myrddin CCC	89	0	24	112	89	0	24	112	0		0
Motor Sports Centre - Pembrey	0	-83	1	-82	0	-82	1	-82	0		0
Pendine Beach	6	-26	3	-17	6	-33	3	-24	-7		-6
Beach safety	4	0	1	5	4	0	1	5	-0		-0
Leisure Management	278	0	88	366	267	0	88	355	-11	Numerous minor underspends	-12
<b>Leisure &amp; Recreation Total</b>	<b>13,839</b>	<b>-6,981</b>	<b>4,849</b>	<b>11,707</b>	<b>13,471</b>	<b>-6,513</b>	<b>4,849</b>	<b>11,807</b>	<b>100</b>		<b>0</b>

**Community Scrutiny Report**  
**Budget Monitoring as at 31st August 2016 - Detail Monitoring**

Division	Working Budget				Forecasted				August 2016 Forecasted Variance for Year £'000	Notes	Jun 2016 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
<b>Council Fund Housing</b>											
Independent Living and Affordable Homes	16	0	90	106	16	0	90	106	-0		-0
Supporting People Providers	6,495	-6,495	0	0	6,495	-6,495	0	-0	-0		0
Transitional Funding - Implementing the Housing (Wales) Act (E)	182	-182	0	0	182	-182	0	0	0		-0
Rent Smart Wales Project (E)	29	-29	0	0	41	-41	0	-0	-0		0
Syrian Resettlement Scheme (E)	0	0	0	0	0	0	0	0	0		0
Home Improvement (Non HRA)	488	-278	138	348	512	-312	138	339	-10	Additional income from providing landlord training	-11
Penybryn Traveller Site	126	-119	13	20	136	-119	13	30	10	Overspend anticipated due to the legal costs and other associated costs of removing a bad paying tenant from the site	10
Benefit Reforms	14	-14	0	0	24	-24	0	0	0		-0
Homelessness	167	-63	24	128	167	-64	24	127	-1		0
Non HRA Affordable Housing	0	0	0	0	0	0	0	0	0		0
Non Hra Re-Housing (Inc Chr)	136	0	265	401	136	0	265	401	0		0
Temporary Accommodation	279	-185	2	96	279	-174	2	107	11	Underachievement of Housing Benefit income due to income support issues with 16-17 years olds	11
Social Lettings Agency	752	-782	9	-21	752	-782	9	-21	0		0
Community Floating Support	217	-217	0	0	91	-91	0	-0	-0		0
Houses Into Homes WG Grant Scheme	0	0	0	0	243	-243	0	0	0		0
Home Improvement Loan Scheme	0	0	0	0	0	0	0	0	0		0
Houses Into Homes WG Loan Scheme	0	0	0	0	0	0	0	0	0		0
<b>Council Fund Housing Total</b>	<b>8,902</b>	<b>-8,365</b>	<b>541</b>	<b>1,078</b>	<b>9,074</b>	<b>-8,527</b>	<b>541</b>	<b>1,088</b>	<b>10</b>		<b>10</b>
<b>TOTAL FOR COMMUNITY</b>	<b>31,512</b>	<b>-20,273</b>	<b>10,060</b>	<b>21,299</b>	<b>31,621</b>	<b>-20,186</b>	<b>10,060</b>	<b>21,495</b>	<b>196</b>		<b>-120</b>





## Housing Revenue Account - Budget Monitoring as at 31st August 2016

	Working Budget	Forecasted Actual	Aug 2016	Notes	Jun 2016
	£'000	£'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Expenditure</b>					
<b>Repairs &amp; Maintenance</b>					
Responsive	1,634	1,706	72		0
Minor Works	2,450	2,731	281		0
Voids	2,171	2,171	0		0
Servicing	1,583	1,500	-83	Anticipated expenditure based on profiled spend to date	0
Drains & Sewers	235	173	-62		0
Grounds	715	715	0		0
Unadopted Roads	100	100	0		0
<b>Supervision &amp; Management</b>					
Employee	3,728	3,698	-31	Underspend mainly due to the Affordable Homes plan commencing later than planned	-79
Premises	1,277	1,319	43	Forecast overspend in Water charges at sheltered schemes £20k, unplanned Cleansing fees £30k netted off by other underspends -£7k	5
Transport	66	59	-7	Savings on staff travelling expenses	-8
Supplies	895	842	-53	Forecast underspends on printing -£10k, Admin, Operational & Office Equip -£9k, Stationery -£6k, Compensation -£20k, Services rendered by other Providers -£7k, Matchfunding contribution -£6k and Other -£11k. Offset by an overspend in Legal and Professional fees of £16k	-17
Recharges	1,163	1,184	20	Underachievement of rechargeable income from capitalised salaries - vacant post part year	27
Provision for Bad Debt	678	293	-385	Provision for bad debt adjustment includes an estimate for write offs based on current data available	0
Capital Financing Cost	13,981	13,790	-191	Reduction in MRP payment -£86k and interest in existing and buy-out debt -£105k	-160
Central Support Charges	1,603	1,603	0		0
DRF	470	470	0		0
<b>Total Expenditure</b>	<b>32,750</b>	<b>32,355</b>	<b>-395</b>		<b>-232</b>

## Housing Revenue Account - Budget Monitoring as at 31st August 2016

	Working Budget £'000	Forecasted Actual £'000	Aug 2016	Notes	Jun 2016
			Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
<b>Income</b>					
Rents	-36,061	-36,216	-155	Void loss prediction of 2.41% in current budget with a forecast loss of 2.12%	-69
Service Charges	-659	-738	-79	Forecast overachievement of service charge income	-80
Supporting People	-135	-135	0		0
Mortgage Interest	-3	-3	0		0
Interest on Cash Balances	-46	-57	-11	Increase in opening balance due to increased reserves in 2015/16 of £2m	0
Other Income	-735	-761	-26	An additional -£14k commission on water rates, -£5k income from Tai Cantref and -£7k other income	-22
<b>Total Income</b>	<b>-37,638</b>	<b>-37,910</b>	<b>-272</b>		<b>-172</b>
<b>Net Expenditure</b>	<b>-4,888</b>	<b>-5,555</b>	<b>-667</b>		<b>-404</b>

HRA Reserve	£'000
Balance b/f 1/4/16	9,121
Budgeted movement in year	4,888
Variance for the year	667
Balance c/f 31/3/17	<b>14,676</b>

Capital Programme 2016/17						
Capital Budget Monitoring - Report for August 2016 - Main Variances						
	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>DEPARTMENT/SCHEMES</b>						
<b>CHIEF EXECUTIVE Department</b>						
<b>- Regeneration</b>	<b>15,575</b>	<b>-5,830</b>	<b>9,745</b>	<b>10,356</b>	<b>-4,338</b>	<b>6,018</b>
Rural Enterprise Fund	2,000	-1,000	1,000	500	-250	250
Transformation Commercial Property Development Fund	3,330	-1,830	1,500	0	0	0
Ammanford Town Centre Regeneration	446	0	446	189	0	189
Cross Hands East strategic Employment Site	528	0	528	318	0	318
Cross Hands East Enabling Fund	850	0	850	0	0	0
Margaret St - Retaining Wall & Road Widening	230	0	230	70	0	70
Other Projects with Minor Variances	8,191	-3,000	5,191	9,279	-4,088	5,191
<b>COMMUNITIES Department</b>						
<b>- Leisure</b>	<b>3,872</b>	<b>-1,050</b>	<b>2,822</b>	<b>1,135</b>	<b>-50</b>	<b>1,085</b>
Countryside Recreation & Access	676	-300	376	403	-50	353
Carmarthen Museum - Abergwili	750	0	750	30	0	30
Carmarthenshire Archives Relocation	250	0	250	49	0	49
Carmarthen Park Velodrome	286	0	286	70	0	70
Closed Circuit Track	500	0	500	22	0	22
Pembrey Country Park - Strategic Infrastructure Development	1,000	-750	250	151	0	151
Other Projects with Minor Variances	410	0	410	410	0	410

Variance for Year £'000
<b>-3,727</b>
<b>-750</b>
<b>-1,500</b>
<b>-257</b>
<b>-210</b>
<b>-850</b>
<b>-160</b>
<b>0</b>
<b>-1,737</b>
<b>-23</b>
<b>-720</b>
<b>-201</b>
<b>-216</b>
<b>-478</b>
<b>-99</b>
<b>0</b>

Comment
Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18
Fully committed at stage 1 but project delivery will be in 2017-18
Budget re-profiled to support the Ammanford masterplan including Property Development Grant
Slippage required to meet land acquisition costs
Subject to scheme approval and linked to anticipated WG funding package (Property Development Fund). We currently await further confirmation from WG
Works on retaining wall in 16/17 is subject to legal agreement with proposed developer. Road widening works to be carried out in 17/18
Due to monies being retained to match fund
£250k planned match funding for 2017/18 for Tywi Gateway. Remainder planned match funding for HLF bid.
Design development 2016/17 with construction timetable to follow. Likely slippage to 2017/18
Currently surface testing. Tenders Dec'16, works scheduled for Summer 2017. Fees and consultancy works only this year
Some initial fees for testing and consultancy works will be incurred this financial year. Final site selection for the facility will require political endorsement.
Works to the play area in 16/17. Remaining spend on new toilet and shower block is likely to be carried out in 17/18

Capital Programme 2016/17						
Capital Budget Monitoring - Report for August 2016 - Main Variances						
	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>DEPARTMENT/SCHEMES</b>						
<b>- Public Housing</b>	<b>15,373</b>	<b>-6,025</b>	<b>9,348</b>	<b>14,267</b>	<b>-6,025</b>	<b>8,242</b>
Planned M&E Works - Inc Smoke Detectors (PSW)	782	0	782	925	0	925
Rendering and External Works (EXP & EXI)	1,692	0	1,692	1,095	0	1,095
Adaptions For The Disabled	946	0	946	1,326	0	1,326
Housing Dev Prog (New Builds & Stock Increase Programme)	6,499	0	6,499	5,483	0	5,483
Other Projects with Minor Variances	5,454	-6,025	-571	5,438	-6,025	-587
<b>- Private Housing</b>	<b>2,917</b>	<b>-16</b>	<b>2,901</b>	<b>2,924</b>	<b>-23</b>	<b>2,901</b>
<b>TOTAL</b>	<b>37,737</b>	<b>-12,921</b>	<b>24,816</b>	<b>28,682</b>	<b>-10,436</b>	<b>18,246</b>

Variance for Year £'000
-1,106
143
-597
380
-1,016
-16
0
-6,570

Comment
High level of boiler shut downs/replacement works
Tending process being delayed, budget being re-profiled to reflect current delivery
Increase in demand and additional large scale adaptations
Significant spend on site preliminary work during 2016/17 with Phase 1 of new council house building programme due to start March/April 2017, subject to formal political approval in October 2016

**Regeneration**  
**Capital Budget Monitoring - Scrutiny Report for August 2016 - Detailed Variances**

Scheme	Target Date for Completion	Working Budget			Forecasted			Variance for Year £'000	Comment
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
<b>Llanelli JV General</b>	<b>Mar-17</b>	<b>1,355</b>	<b>0</b>	<b>1,355</b>	<b>1,355</b>	<b>0</b>	<b>1,355</b>	<b>0</b>	
<b>Community Development</b>	<b>Mar-17</b>	<b>145</b>	<b>0</b>	<b>145</b>	<b>162</b>	<b>-17</b>	<b>145</b>	<b>0</b>	
<b>RDP2 (Rural Dev Plan Ph2) Axis3 - Physical Regeneration Projects</b>	<b>Completed</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>0</b>	
<b>Mynydd Y Betws Wind Farm Community Benefit Fund</b>	<b>Ongoing</b>	<b>69</b>	<b>0</b>	<b>69</b>	<b>69</b>	<b>0</b>	<b>69</b>	<b>0</b>	
<b>County Wide Regeneration fund 2015-16 Onwards</b>		<b>5,330</b>	<b>-2,830</b>	<b>2,500</b>	<b>500</b>	<b>-250</b>	<b>250</b>	<b>-2,250</b>	
Transformation Strategy Project Fund	Ongoing	0	0	0	0	0	0	0	
Rural Enterprise Fund	Ongoing	2,000	-1,000	1,000	500	-250	250	-750	Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18
Transformation Commercial Property Development Fund	Ongoing	3,330	-1,830	1,500	0	0	0	-1,500	Fully committed at stage 1 but project delivery will be in 2017-18
<b>Health &amp; Safety Remediation Works</b>	<b>Mar-17</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>0</b>	
<b>Llanelli and Coastal Belt Area</b>		<b>1,570</b>	<b>0</b>	<b>1,570</b>	<b>2,369</b>	<b>-799</b>	<b>1,570</b>	<b>0</b>	
Opportunity Street (Llanelli)	Ongoing	445	0	445	1,164	-719	445	0	
Building for the Future - Llanelli Area	Ongoing	925	0	925	925	0	925	0	
Pembrey Peninsula Study	Ongoing	100	0	100	100	0	100	0	
Llanelli Regeneration Plan	Ongoing	100	0	100	100	0	100	0	
Burry Port Coastal Risk & Regeneration Project	Mar-17	0	0	0	80	-80	0	0	
<b>Carmarthen and Rural Area</b>		<b>4,943</b>	<b>-3,000</b>	<b>1,943</b>	<b>5,215</b>	<b>-3,272</b>	<b>1,943</b>	<b>0</b>	
Guildhall Carmarthen	Mar-17	225	0	225	225	0	225	0	
Coastal Communities - Parry Thomas Centre, Pendine	Mar-17	22	0	22	164	-142	22	0	
Carmarthen Town Regeneration - Jacksons Lane	Ongoing	131	0	131	131	0	131	0	
Laugharne Carpark	Ongoing	220	0	220	220	0	220	0	
Pendine Iconic International Visitors Destination	Ongoing	4,300	-3,000	1,300	4,330	-3,030	1,300	0	
Carmarthen Town Regeneration - King Street	Ongoing	45	0	45	45	0	45	0	
Pendine Coastal Risk & Regeneration Project	Ongoing	0	0	0	100	-100	0	0	

**Regeneration****Capital Budget Monitoring - Scrutiny Report for August 2016 - Detailed Variances**

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>Ammanford and Crosshands Growth Zone</b>		<b>2,054</b>	<b>0</b>	<b>2,054</b>	<b>577</b>	<b>0</b>	<b>577</b>
Ammanford Town Centre Regeneration	Ongoing	446	0	446	189	0	189
Cross Hands East strategic Employment Site	Mar-18	528	0	528	318	0	318
Cross Hands East Enabling Fund	Ongoing	850	0	850	0	0	0
Margaret St - Retaining Wall & Road Widening	Mar-18	230	0	230	70	0	70
<b>NET BUDGET</b>		<b>15,575</b>	<b>-5,830</b>	<b>9,745</b>	<b>10,356</b>	<b>-4,338</b>	<b>6,018</b>

Variance for Year £'000	Comment
<b>-1,477</b>	
-257	Budget re-profiled to support the Ammanford masterplan including Property Development Grant
-210	Slippage required to meet land acquisition costs
-850	Subject to scheme approval and linked to anticipated WG funding package (Property Development Fund). We currently await further confirmation from WG
-160	Works on retaining wall in 16/17 is subject to legal agreement with proposed developer. Road widening works to be carried out in 17/18
<b>-3,727</b>	

<b>Leisure</b>
<b>Capital Budget Monitoring - Scrutiny Report for August 2016 - Detailed Variances</b>

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Y Ffwrnes	Completed	10	0	10	10	0	10
<b>Countryside Recreation &amp; Access</b>	<b>Ongoing</b>	<b>676</b>	<b>-300</b>	<b>376</b>	<b>403</b>	<b>-50</b>	<b>353</b>
<b>Libraries &amp; Museums</b>		<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>79</b>	<b>0</b>	<b>79</b>
Carmarthen Museum - Abergwili	Mar-18	750	0	750	30	0	30
Carmarthenshire Archives Relocation	Ongoing	250	0	250	49	0	49
<b>Parks</b>		<b>1,186</b>	<b>0</b>	<b>1,186</b>	<b>492</b>	<b>0</b>	<b>492</b>
Carmarthen Park Velodrome	Sep-17	286	0	286	70	0	70
Burry Port Harbour Dredging	Mar-17	400	0	400	400	0	400
Closed Circuit Track	Mar-18	500	0	500	22	0	22
<b>Country Parks &amp; Golf Courses</b>		<b>1,000</b>	<b>-750</b>	<b>250</b>	<b>151</b>	<b>0</b>	<b>151</b>
Pembrey Country Park - Strategic Infrastructure Development	Ongoing	1,000	-750	250	151	0	151
<b>NET BUDGET</b>		<b>3,872</b>	<b>-1,050</b>	<b>2,822</b>	<b>1,135</b>	<b>-50</b>	<b>1,085</b>

Variance for Year £'000	Comment
0	
-23	Due to monies being retained to match fund
-921	
-720	£250k planned match funding for 2017/18 for Tywi Gateway. Remainder planned match funding for HLF bid.
-201	Design development 2016/17 with construction timetable to follow. Likely slippage to 2017/18
-694	
-216	Currently surface testing. Tenders Dec'16, works scheduled for Summer 2017. Fees and consultancy works only this year
0	
-478	Some initial fees for testing and consultancy works will be incurred this financial year. Final site selection for the facility will require political endorsement.
-99	
-99	Works to the play area in 16/17. Remaining spend on new toilet and shower block is likely to be carried out in 17/18
-1,737	





**Housing H.R.A.(Public Sector)****Capital Budget Monitoring - Scrutiny Report for August 2016 - Detailed Variances**

Scheme	Target Date for Completion	Working Budget			Forecasted			Variance for Year £'000	Comment
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
<b>Public Sector Housing External Funding</b>		0	-6,025	-6,025	0	-6,025	-6,025	0	
	Ongoing								
<b>Internal and External Works (Housing Services)</b>		248	0	248	248	0	248	0	
Fuel Switch - Gas Infrastructure	Ongoing	248	0	248	248	0	248	0	
<b>Internal and External Works (Building Services)</b>		6,814	0	6,814	6,360	0	6,360	-454	
External Windows & Doors Programme (PRG)	Ongoing	0	0	0	0	0	0	0	
Voids To Achieve The CHS (VOI)	Ongoing	300	0	300	300	0	300	0	
Planned M&E Works - Inc Smoke Detectors (PSW)	Ongoing	782	0	782	925	0	925	143	High level of boiler shut downs/replacement works
Internal Refurbishment (PKB)	Ongoing	2,733	0	2,733	2,733	0	2,733	0	
Housing Minor Works (HMO)	Ongoing	501	0	501	501	0	501	0	
Rendering and External Works (EXP & EXI)	Ongoing	1,692	0	1,692	1,095	0	1,095	-597	Tending process being delayed, budget being re-profiled to reflect current delivery
Re-Roofing - Council Dwellings	Ongoing	806	0	806	806	0	806	0	
<b>Environmental Works (Housing Services)</b>	<b>Ongoing</b>	<b>380</b>	<b>0</b>	<b>380</b>	<b>380</b>	<b>0</b>	<b>380</b>	<b>0</b>	
<b>Adaptations and DDA Works (Building Services)</b>	<b>Ongoing</b>	<b>1,265</b>	<b>0</b>	<b>1,265</b>	<b>1,629</b>	<b>0</b>	<b>1,629</b>	<b>364</b>	
Adaptions For The Disabled		946	0	946	1,326	0	1,326	380	Increase in demand and additional large scale adaptations
Sheltered Housing Investment	Ongoing	319	0	319	303	0	303	-16	
<b>Programme Delivery and Strategy</b>	<b>Ongoing</b>	<b>167</b>	<b>0</b>	<b>167</b>	<b>167</b>	<b>0</b>	<b>167</b>	<b>0</b>	
<b>Housing Dev Prog (New Builds &amp; Stock Increase Programme)</b>	<b>Ongoing</b>	<b>6,499</b>	<b>0</b>	<b>6,499</b>	<b>5,483</b>	<b>0</b>	<b>5,483</b>	<b>-1,016</b>	Significant spend on site preliminary work during 2016/17 with Phase 1 of new council house building programme due to start March/April 2017, subject to formal political approval in October 2016
<b>NET BUDGET</b>		<b>15,373</b>	<b>-6,025</b>	<b>9,348</b>	<b>14,267</b>	<b>-6,025</b>	<b>8,242</b>	<b>-1,106</b>	



## COMMUNITY SCRUTINY COMMITTEE 3<sup>rd</sup> NOVEMBER 2016

### Half-Yearly Complaints and Compliments Report – 1st April to 30th September 2016

**To consider and comment on the following issues:**

- That the Committee scrutinises the half-yearly position in relation to complaints and compliments for the 2016/17 financial year.

**Reasons:**

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

**To be referred to the Executive Board for decision: NO**

**Executive Board Member Portfolio Holders:**

- Cllr. Linda Evans (Housing)
- Cllr. Meryl Gravell (Regeneration & Leisure)

<p><b>Directorate:</b> Chief Executive's</p> <p><b>Name of Head of Service:</b> Wendy Walters</p> <p><b>Report Author:</b> John Tillman</p>	<p><b>Designations:</b></p> <p>Assistant Chief Executive (Regeneration &amp; Policy)</p> <p>Information &amp; Data Protection Officer</p>	<p><b>Tel Nos./ E-Mail Addresses:</b></p> <p>01267 224112 <a href="mailto:wswalters@carmarthenshire.gov.uk">wswalters@carmarthenshire.gov.uk</a></p> <p>01267 224127 <a href="mailto:jtillman@carmarthenshire.gov.uk">jtillman@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 3<sup>rd</sup> NOVEMBER 2016

## Half-Yearly Complaints and Compliments Report – 1st April to 30th September 2016

This report provides members with statistics and analysis on complaints, compliments and enquiries received and dealt with during Quarters 1 and 2 of the 2016/17 financial year.

The following sections of the report are specifically relevant for the members of the Community Scrutiny Committee:

- Section 9.4 – Leisure and Housing
- Section 9.5 – Planning and Property Services

DETAILED REPORT ATTACHED?

YES

## IMPLICATIONS

**I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.**

**Signed: Wendy Walters Assistant Chief Executive (Regeneration & Policy)**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

## CONSULTATIONS

**I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:**

**Signed: Wendy Walters Assistant Chief Executive (Regeneration & Policy)**

- 1. Local Member(s) – N/A**
- 2. Community / Town Council – N/A**
- 3. Relevant Partners – N/A**
- 4. Staff Side Representatives and other Organisations – N/A**

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Information@work complaints data	Not applicable.





**Complaints and Compliments Report  
Half Year  
April - September  
2016/17**

**Anthony Maynard  
Communities & Safeguarding Manager**

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## Scrutiny Guidance Note

Committee	Please refer to these sections of the report specifically:
Community	<b>9.4</b> Leisure Housing <b>9.5</b> Planning Property Services
Environment & Public Protection	<b>9.4</b> Public Protection <b>9.5</b>
Social Care & Health	<b>9.4</b> Adult Safeguarding & Improvement Primary, Community & Social Care Mental Health & Learning Disabilities
Education & Children's Services	<b>9.2</b>
Policy & Resources	<b>9.1</b> <b>9.3</b>

## 1. Principles

Carmarthenshire County Council's Complaints Procedure was adopted in May 2011. The procedure aims to emphasise the following principles:

- To ensure that as many complaints as possible are **resolved at stage 1** local resolution.
- To ensure that investigations follow the '**Investigate Once, Investigate Well**' principle.
- To adopt a stronger emphasis on **learning from complaints** and utilising them where possible to reform service design.

## 2. Definition

The **definition of a complaint** is an expression of dissatisfaction or concern,

- about a public service provider's action or lack of action
- or about the standard of service provided
- which requires a response
- whether about the public service provider itself, a person acting on its behalf, or a public service provider partnership.

Complaints which are currently open and under investigation are **not included** in this report.

The complaints referred to within this report are those where the investigation has been completed during the review period.

### 3. Complaints investigated and responded to between April 2016 – September 2016

SERVICE	Stage 1				Stage 2					
	No. of Complaints responded to <sup>1</sup>	No. receiving a full response within allocated time period <sup>2</sup>	No. receiving a full response after allocated time period <sup>3</sup>		No. of Complaints responded to	No. receiving a response within allocated time period <sup>4</sup>		No. receiving a response after allocated time period		
Chief Executives	7	7	100%	0	0%	0	0	0%	0	0%
Education & Children's Services (excluding Statutory Complaints)	18	9	50%	9	50%	3	1	33%	2	66%
Corporate Services	15	15	100%	0	0%	0	0	0%	0	0%
Community Services (excluding Statutory Complaints)	52	34	86%	18	35%	6	5	83%	1	17%
Environment	167	98	59%	69	41%	4	0	0%	4	100%
Cross Departmental Issues	2	1	50%	1	50%	1	0	0%	1	100%
Statutory Social Services Complaints – covering Children Services, Adult Social Services and Mental Health and Learning Disabilities <sup>5</sup>	19	4	21%	15	79%	1	0	0%	1	100%
<b>TOTAL</b>	<b>280</b>	<b>168</b>	<b>60%</b>	<b>112</b>	<b>40%</b>	<b>15</b>	<b>6</b>	<b>40%</b>	<b>9</b>	<b>60%</b>

<sup>1</sup> This is the cumulative figure of complaints investigated and responded to within the period of the report this financial year

<sup>2</sup> Any corporate complaint which has been investigated and responded to within 10 working days. Any Statutory Social Service Complaint where an investigation has been undertaken and a response has been sent within the allocated time period. This initially would be 10 working days, with an additional 10 working day extension with the complainant's consent

<sup>3</sup> Any complaints which have been investigated and responded to outside the allocated time period

<sup>4</sup> Any corporate complaint which has been investigated and responded to within 10 working days. Any Statutory Social Service Complaint where an investigation has been undertaken and a response has been sent within the allocated time period. This initially would be 25 working days, or up to 3 months with the complainant's consent

<sup>5</sup> These are any complaints logged which fall under the Statutory Social Services Complaints Procedure

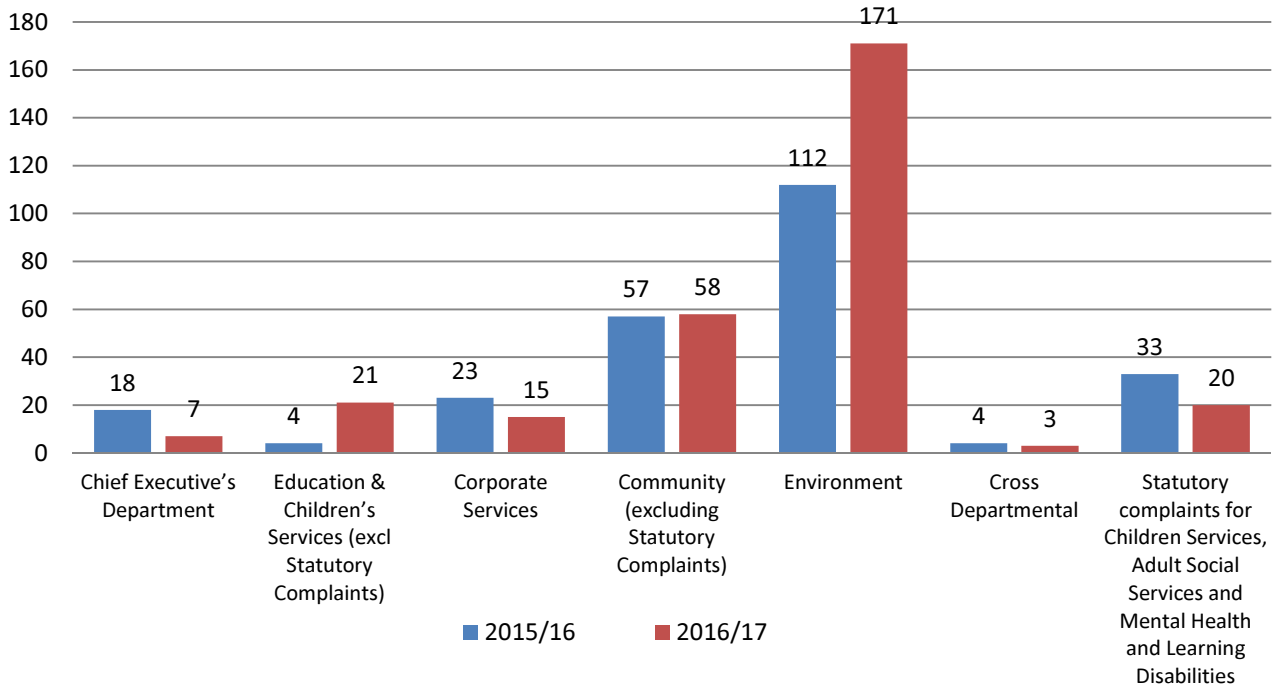
## 4. Summary of complaints

- The Authority investigated and responded to 295 complaints during the first half of 2016/17, compared to 251 during the same period for 2015/16.
- Overall, 59% of cases received a response within the allocated time period, compared to 66% for the same period last year.

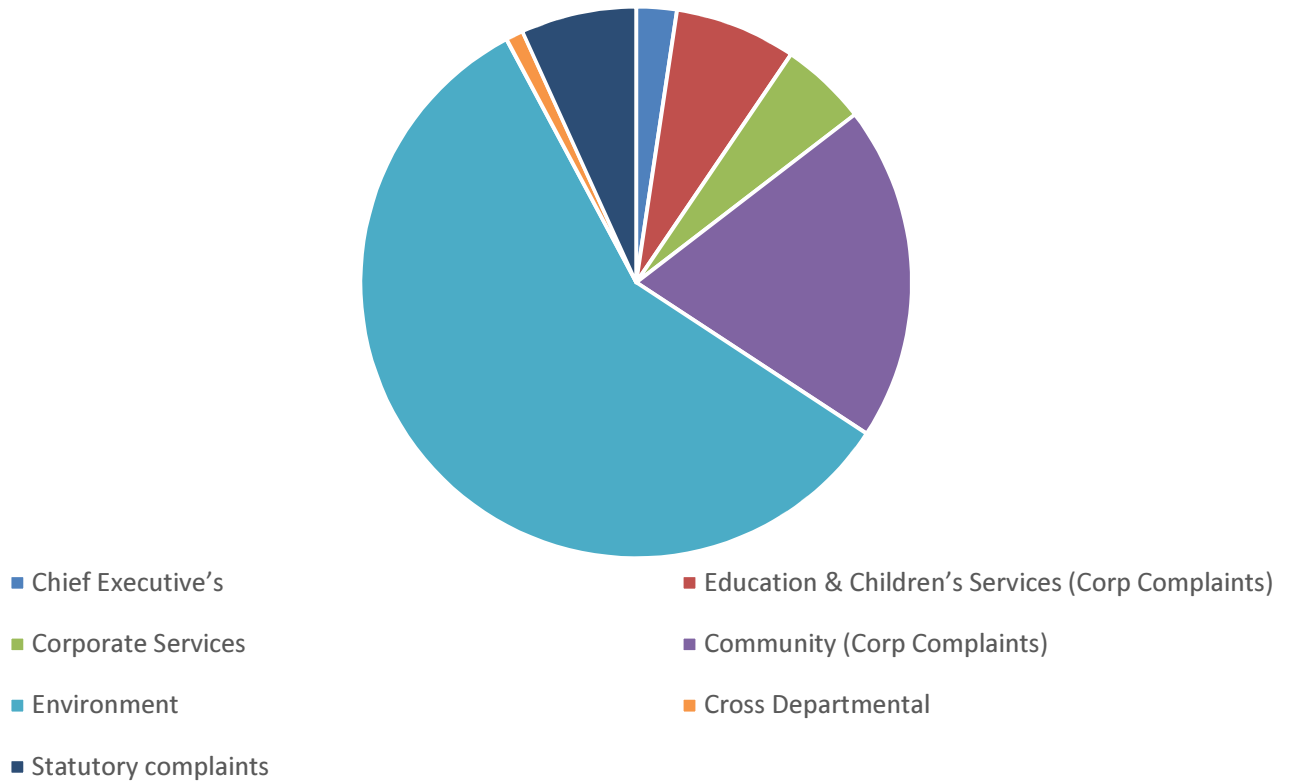
<b>Department</b>	<b>Total No. of complaints received</b>
Chief Executive's Department	7
Education & Children's Services (excl Statutory Complaints)	21
Corporate Services	15
Community Services (excluding Statutory Complaints)	58
Environment	171
Cross Departmental	3
Statutory complaints for Children Services, Adult Social Services and Mental Health and Learning Disabilities	20
<b>Total</b>	<b>295</b>

**\*\*Comparisons are approximations only due to departmental reorganisations\*\***

### Number of Complaints investigated & responded to during Q1 & Q2 2016/17 compared to 2015/16



### Complaints by Department 2016/17



## 5. Redirected Communication

The Complaints Team also addressed a further **308** “Redirects” – enquiries and requests for assistance which offered the team the opportunity to try and rectify difficulties before complaints arise. This figure would also include any dissatisfaction received regarding properly made Policy decisions which would not be addressed by the formal Complaints Policy.

<b>Department</b>	<b>Total No of Redirected communication received</b>
Chief Executive’s Department	16
Education & Children’s Services	19
Corporate Services	10
Community Services	90
Environment	156
Cross Departmental	13
External Providers	4
<b>Total</b>	<b>308</b>

## 6. Complaints with any equalities or Welsh language issues

During the first half of 2016/17 we received five complaints which involved specific Welsh language issues (Education & Children's Services 1, Communities 2, and Environment 2)

We did not receive any complaints which specifically concerned Equalities issues during Quarters 1 and 2 of 2016/17

## 7. Complaints determined by the Ombudsman

	Concluded by Ombudsman 2016-17 (quarters 1 and 2)	Settled	Ombudsman conclusion				
			Not upheld	Discontinued	Out of jurisdiction	Referred back to Authority	Upheld
Chief Executives	0	0	0	0	0	0	0
Education & Children's Services	1	0	0	0	1	0	0
Resources	0	0	0	0	0	0	0
Community Services	6	0	0	1	1	4	0
Environment	10	2	0	2	4	2	0
Cross Departmental Issues	1	0	0	0	0	1	0
<b>Total</b>	<b>18</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>7</b>	<b>0</b>

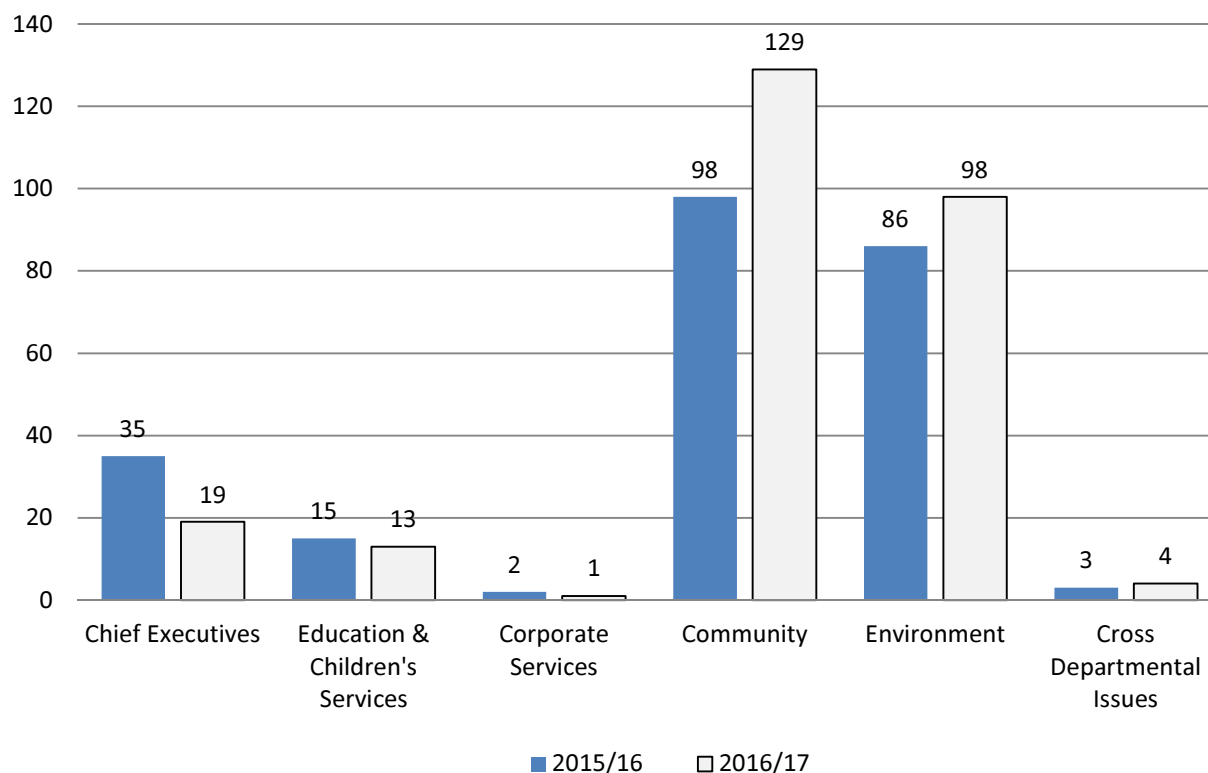
## 8. All Departments Compliments

Service	No. of compliments received
Chief Executives	19
Education & Children's Services	13
Corporate Services	1
Community Services	129
Environment	98
Cross Departmental Issues	4
<b>Total</b>	<b>264</b>

- The Authority received 264 compliments during the first half of 2016/17, compared to 239 for the same period in 2015/16.

**\*\*Comparisons are approximations only due to departmental reorganisations\*\***

### Number of compliments received during Q1 & Q2 2016/17 compared to 2015/16





## 9. Departmental Complaint & Compliment Analysis

### 9.1 Chief Executives

Complaints	Regeneration and Policy		People Management and Performance		Administration and Law		IT	
Stage 1 Complaints Investigated	6		0		1		0	
Upheld	4	67%	0	0%	0	0%	0	0%
Partially Upheld	2	33%	0	0%	1	100%	0	0%
Not Upheld	0	0%	0	0%	0	0%	0	0%
Stage 2 Complaints investigated	0		0		0		0	
Upheld	0	0%	0	0%	0	0%	0	0%
Partially Upheld	0	0%	0	0%	0	0%	0	0%
Not Upheld	0	0%	0	0%	0	0%	0	0%

#### Analysis of the nature of complaints and the trends

Registrars received one complaint that was upheld, it related to a delay in acknowledging and addressing a request for a death certificate for family history purposes.

A complaint was partially upheld for the Administration and Law section. It was acknowledged that a conversation could have been handled more effectively.

Customer Services apologised to a complainant who felt customer care was lacking. They were reassured that staff receive ongoing training on such matters. One complaint was upheld regarding the advice given surrounding a Council Tax enquiry. The Council Tax team advised that they would review the case and offer any additional guidance / training that may be required to their Customer Service Centre colleagues.

One complaint regarding the Contact Centre was upheld. An apology was given after the agent misinformed the caller regarding the details of an imminent visit from a Building Inspector. A new appointment was arranged for the tenant as soon as possible. One complaint regarding the Contact Centre was partially upheld. The complainant felt that the call handler was not as helpful as they could have been.

Compliments	Regeneration and Policy	IT
Compliments received	18	1

#### Analysis of the trends:

- Registrars received four compliments about the way in which they conducted wedding ceremonies *"...you made the ceremony so special...you made everything so personal", "what an absolute pleasure it was to have you there... You really did make the most important part of our day very, very special"*
- The *"excellent work"* of the Electoral Services Manager and her team was commented upon by a candidate

*“Always well briefed, courteous & professional... The process was conducted very efficiently”*

- The Complaints Team were thanked for assistance given to members of the public *“Thanks for your time, I really appreciated you looking into this for me”, Thank you so much. That is very helpful”*
- The Communications Team were complimented for work carried out on the Discover Carmarthenshire Website *“congratulate your department on changing the system for the better”*
- Compliments were received in relation to the manner of the staff working in the Customer Service Centres. *“very professional, compassionate & helpful in dealing with my enquiry, excellent service”, I felt that she gave me the time to deal with the query properly instead of fobbing me off”*
- Contact Centre staff were also complimented on the way they addressed matters for the public. *“Excellent Customer Service”, “prompt action by Contact Centre agent”*
- IT received a compliment for the support they provided during the election process *“Give them a pat on the back for their efforts before and during the Election process”*

## 9.2 Education and Children Services including Statutory Complaints Procedure (Covering Children Services)

	Children Services		Governance & Inclusion		Strategic Development		School Modernisation	
<b>Stage 1 Complaints Investigated</b>	11		8		2			
Upheld	1	9%	3	37%				
Partially Upheld	3	27%			1	50%		
Not Upheld	7	64%	5	63%	1	50%		
<b>Stage 2 Complaints Investigated</b>	2		1				1	
Upheld								
Partially Upheld			1	100%			1	100%
Not Upheld	2	100%						

### Analysis of the nature of complaints and the trends

- There has been an increase in complaints for Education & Children Services in comparison to the same period last year, up from the previous 9 complaints to this year's half year total of 25.
- 13 Children Services complaints are recorded, an increase from last year's 5.
- Education Services complaints have increased to 10 complaints, from a total of 3 for the equivalent period last year.
- Strategic Development received an additional one complaint, from last year's single complaint.
- Included in the Children's Services complaints were 2 Stage 2 Investigations, looked at by an officer independent from the Authority. Both were found to be not upheld.  
Of the 11 Stage 1 complaints, only 1 was found to be upheld. Concerns were raised by parents as to a report produced by a social worker.  
7 were not upheld, and the remaining 3 were recorded as partially upheld.
- There were 2 Stage 2 complaints recorded for Education Services. One recorded against the Additional Learning Needs team as to the delivery of a child's statement for school. Elements of the complaint were partially upheld. The other stage 2 was recorded against the School Modernisation team. Issue's surrounding security lights. Again elements were partially upheld.  
5 of the remaining Stage 1 complaints were not upheld.
- Of the two Strategic Development Stage 1 complaints, one was partially upheld and the other recorded as not upheld.

Compliments	Children Services	Improvements & Skills	Strategic Development	Governance & Inclusion
Compliments received	8	1	3	1

### Analysis of the trends

- There has not been any significant difference in the numbers of compliments received. This half year's total of 13 is slightly down on 15, for the same period last year.
- Compliments for Children Services related to the following areas :
  - Children in Need & Looked after Children – *'I'm thankful for your understanding, kindness, patience & love for your work. Keep making a difference'.*
  - Children with Disabilities – *'You have been my rock in my darkest hour. With your dedication & right intervention she has strived....'*
  - Children with Disabilities – *' Thank you for everything you have done for our family'*
  - Support Services (Family, Childcare, Play) – *'..staff show this commitment to others irrespective of age or gender. It's a great example.'* Relates to a Llys Caradog Residential Childcare Officer.
- Compliments for Education related to the following:
  - Governance and Inclusion – *'Thank you for preparing pupil data for us, this will save us a lot of time'*
  - Improvement and Skills – *'I cannot thank you enough for your support'*

### 9.3 Corporate Services

Complaints	Financial Services		Audit and Risk Management	
<b>Stage 1 Complaints Investigated</b>	15		0	
Upheld	3	20%	0	0%
Partially Upheld	1	7%	0	0%
Not Upheld	11	73%	0	0%
<b>Stage 2 Complaints Investigated</b>	0			
Upheld	0	0%	0	0%
Partially Upheld	0	0%	0	0%
Not Upheld	0	0%	0	0%
<b>Analysis of the nature of complaints and the trends</b>				
<ul style="list-style-type: none"> <li>15 complaints were received for Financial Services.</li> </ul> <p>Five complaints related to Council Tax. One complaint, relating to a delay in processing a Council Tax refund, was upheld. An apology was provided. It was a busy time of year, which meant payment took longer than usual. A second complaint was partially upheld. This complaint related to recovery action continuing for a payment which had been partially made.</p> <p>Ten complaints were received regarding Benefits, 2 of which were upheld. Two complaints related to incorrect documents being sent out. Apologies were provided and improvements are being made to processes to ensure it doesn't happen again.</p>				
<b>Compliments</b>	<b>Financial Services</b>			
Compliments received per division	1			
<b>Analysis of the trends:</b>				
<ul style="list-style-type: none"> <li><i>“Having good people working for you is a tremendous support - I'd class her as one of the best!”</i> – praise given to Financial Services for the support provided when setting up Shop Mobility</li> </ul>				

## 9.4 Community Services Department including Statutory Complaints Procedure (Covering Adult Social Care, MHLD)

Complaints	Cross Divisional		Primary, Community & Social Care		Mental Health & Learning Disabilities		Public Protection		Housing		Leisure	
Stage 1 Complaints Investigated	1		20		4		1		21		21	
Upheld	0	0%	3	15%	2	50%	0	0%	4	19%	9	43%
Partially Upheld	0	0%	12	60%	0	0%	1	100%	5	24%	5	24%
Not Upheld	1	100%	5	25%	2	50%	0	0%	12	57%	7	33%
Stage 2 Complaints investigated	0		0		0		1		3		2	
Upheld	0	0%	0	0%	0	0%	1	100%	0	0%	1	50%
Partially Upheld	0	0%	0	0%	0	0%	0	0%	1	33%	0	0%
Not Upheld	0	0%	0	0%	0	0%	0	0%	2	66%	1	50%

### Analysis of the nature of complaints and the trends

#### Primary, Community and Social Care

Three complaints were upheld. An apology was given regarding an assessment for Direct Payments. There had been a delay in updating the client and a report had detailed her name incorrectly. A reassessment was offered to ensure all details were correct. Concerns were raised by a mother regarding assistance to care for her children. She was thanked for highlighting where planning and dialogue between Adults and Children's Services could be strengthened. A complaint against Careline was also upheld. It related to difficulty getting through on a Saturday to report flooding. An apology was given, as well as assurances that staffing levels would be reviewed, where possible, as times of inclement weather.

Twelve complaints were partially upheld. Concerns included the availability of respite care, a delay in carrying out an assessment, the a delay in addressing a Blue Badge application, being unhappy with way care was provided in a care home, the level of support provided to assist with the hospital discharge process, outstanding queries regarding financial assessments, level of communication between Social Worker and client's family and poor time keeping from carers.

#### Mental Health and Learning Disabilities

The two complaints that were upheld related to the Transition Team. The firsts concerned general contact and advice given by the team. An apology was given and issues around communication were acknowledged. The second complaint raised concerns with a telephone conversation with a Social Worker. An apology was provided and concerns were discussed with those involved.

#### Public Protection

The partially upheld complaint related to waste which had been left in a rear lane. Unfortunately, there appeared to have been a failure for information to be passed internally in order that the matter could be addressed. The Stage 2 complaint that was upheld concerned a privately owned septic tank. It was acknowledged that, with hindsight, the matter could have been dealt with differently, which may

have brought the matter to a conclusion more swiftly.

### Housing

There were three complaints recorded at Stage 2. Of these, one was partially upheld, due to a delay in communication between the department and the complainant. The remaining two were both found to be not upheld.

21 Complaints were recorded at Stage 1, with only 4 found to be upheld. Communication issues between relevant teams and tenants, and the lack of bilingual signage at a sheltered housing were the concerns raised. 12 complaints were recorded as not upheld.

The remaining 5 complaints all had elements which led to each being recorded as partially upheld. These ranged from a delay with a bond payment to varying communication issues.

### Leisure

Two Stage 2 complaints were received, both in relation to Pembrey Country Park. A concern as to the booking procedures for the onsite camping facilities was upheld. The additional complaint was not upheld.

9 of the remaining 21 Stage 1 complaints were recorded as upheld. They ranged from difficulties at a Leisure centre while booking the gym, refreshment facilities at Pembrey Country Park, and an error in legislation, quoted by the Countryside Access team. It has now been corrected and the legal position has been clarified. 5 complaints were recorded as partially upheld, with the remaining 7 all not upheld.

Compliments	Primary, Community & Social Care	Mental Health & Learning Disabilities	Cross Divisional	Public Protection	Housing	Leisure
Compliments received	37	6	1	5	23	57

### Analysis of the trends

#### Primary, Community and Social Care

*"Thank you for all the care, attention, help and encouragement... you built up my confidence...thanks for your patience and support"* – convalescence beds

*"superb service... thanks for supplying the form so quickly, checking the progress and confirming the application was successful"* – Blue Badge team

*"Carers were outstanding - excellent and he is sincerely grateful to them"* – Internal Carers

*"It has been a difficult case. You have been very professional"* – Social Work Team

*"My Uncle was very pleased with the care team that your arranged to come in to help him"* – Social Work Team

Thanks were received for the recent help provided by Careline when a lady fell. She appreciated how quickly help was arranged.

#### Mental Health & Learning Disabilities

*"Please compliment the Staff at Llys Arthur...for the Care and diligence in support"*

*"He has helped me so much...kind, supportive & very understanding. Thanks for all that you do"* – Substance Misuse team

*"Thanks you for all your help, compassion & professionalism over the past months"* - Substance Misuse team

### **Cross Divisional**

*"It serves as a wonderful model of how life should be. Never been to a place so well thought out!" -*  
Coleshill Centre Very Well Designed For Disabled

### **Public Protection**

*"The report is well-structured, comprehensive & an example of best practice" –* Welsh Government  
feedback on Local Air Quality Management Progress Report

*"I am very grateful for your intervention" –* assistance provided with noise pollution matter

### **Housing**

*'Just wanted to thank you for your help in the beginning and for getting Gwalia Care to contact me' –*  
Housing Officer

*'Over the moon that we have helped with prevention fund and am grateful for all the Council's help' –*  
Housing Options

*'I felt you have treated me fairly, with kindness and respect' -* Housing Options

*'Many thanks to you and the team for acting so swiftly to help re-house the family' –* Housing Options

*'Her attitude and pro-active work ethos was fantastic –* Homelessness Officer's support to a prison  
leaver.

### **Leisure**

*Great customer service, helpful staff, excellent facilities and lovely coffee' -* Llanelli Leisure Centre

*'Thank you for your support leading up to the event, and the day itself' –* Mini Olympic Event

*'What a wonderful day we had in Wales, one of the highlights of our 3 week tour' –* South African  
touring party's visit to Laugharne, and the Boathouse.

*'Excellent to deal with you and your professionalism, and friendly approach' –* Pembrey Country Park

*'Many thanks. I can see it's been done today, excellent work' –* Rights of Way Team

*'I would like to express our appreciation of the help we received from Carmarthen Museum'*



## 9.5 Environment

Complaints	Planning		Street Scene		Property Services		Transport & Engineering	
<b>Stage 1 Complaints Investigated</b>	9		110		32		16	
Upheld			53	48%	20	62%	5	31%
Partially Upheld	6	66%	24	22%	6	19%	2	13%
Not Upheld	3	33%	33	30%	6	19%	9	56%
<b>Stage 2 Complaints Investigated</b>	2		1				1	
Upheld								
Partially Upheld	1	50%					1	100%
Not Upheld	1	50%	1	100%				

### Analysis of the trends

- **Overview**

Overall there has been a significant increase in complaints received for the department, compared to the same period last year, 171 complaints this half year, compared to 104 a year ago. Street Scene complaints have increase significantly to 111 (65 last year), with Property Services also increasing considerably to 32, from last years' 12. Planning complaints have decreased slightly from 15 this time last year, to 11. There remains a handful of Planning complaints nearing completion, which do overlap the cut-off date for this report.

- **Planning**

Both completed Stage 2 complaints were recorded as not upheld. One related to a residents concerns as to the way an Enforcement case had been handled; it included the advice they were given. The other Stage 2 concern was addressed by the Head of Legal Services.

*'Handling of correspondence'* and *'communication issues'* are highlighted within 5 of the 6 partially upheld complaints. The 3 remaining complaints, one of which concerned the Carmarthenshire LDP, were found to be not upheld.

- **Street Scene - Highways**

The Highways department received a total of 9 complaints, all recorded at stage 1. This figure has fallen from the 20 received during the equivalent period last year.

Two were upheld, one of which concerned the time taken to complete the maintenance of a road, and the inadequate signage which initially was in place. Two were partially upheld, with the remaining 5 recorded as not upheld.

- **Street Scene - Refuse, Recycling & Cleansing**

95 complaints were recorded for the department. 49 were upheld, 21 partially upheld with the remaining 25 recorded as not upheld.

The issues raised addressed various subjects such as the poor quality of garden waste sacks, litter being left behind after the refuse collections and damage caused to green food waste bins. There were a handful of complaints where collections were made early, therefore not abiding to advertised Bank Holiday collection days. The behaviour of individual crew members has also been highlighted in residents' complaints.

- **Street Scene – Remaining Complaints**

There were 6 other Stage 1 complaints. Issues highlighted covered a delay surrounding the removal of an abandoned vehicle and the cleanliness of public toilets. 2 of the 6 were recorded as upheld. Street Scene's only Stage 2 complaint was recorded as not upheld. A complaint re drainage issues.

- **Property Services**

9 of the 32 stage 1 complaints concerned delays with work being undertaken at council properties. Of these, 7 were upheld, and the remaining 2 partially upheld. Damage caused to property by contractors and employees were the focus of 4 complaints. 3 of these were upheld and the other, partially upheld. Lack of contact, or communication from the Authority to tenants is a theme in several complaints. Tenants having to contact the Authority a number of times as to the same concern. Overall 20 complaints were upheld, 6 partially upheld and the remaining 6 were not upheld.

- **Transport and Engineering**

2 of the 5 Parking Services complaints were upheld. One concerned the issue of a residents parking badge, and the second was in relation to an appeal for a parking fine. An administration delay, due to staff sickness was found to be at fault.

There were 4 Stage 1 and a single Stage 2 complaint recorded for Traffic Management. The Stage 2, *Traffic Calming Measures*, was recorded as partially upheld. This was due to a minor technicality highlighted by the complainant. One speed ramp was to be reshaped slightly.

None of the 4 School or Public Transport complaints were upheld.

The Engineering Design Team received 3 complaints. 2 were not upheld, with the remaining one, in relation to '*contractors lights on the site of a new school*', recorded as upheld.

Compliments	Planning	Street Scene	Property Services	Transport & Engineering	Cross Division
Compliments received per division	9	46	13	29	1

### Analysis of the trends

- **Planning**

*'Thank you for keeping me informed throughout. I am very grateful to you'* – Enforcement  
*'Thank you for the professional way you gave information about the planning application'*  
*'Rang the planning office, and encountered the most charming, helpful person ever'*  
*'Excellent service that has been provided to us by the Principal Building Control Surveyor'*  
*'Thank you for the very fast response to our request'* – In relation to a planning enquiry.

- **Street Scene - Highways**

*'Compliment the team for their prompt response to my concern regarding the manhole cover'*  
*'I am grateful for the swift attention to the pothole, only reported two days ago'*  
*'Team extremely helpful & obviously knowledgeable in this area, and of the work required'*  
*'Thanks to the inspector who arranged the repair of the paving slab outside my property'*

#### **Refuse, Recycling & Cleansing**

*'Bin men always jolly & helpful. We appreciate all that you do.'*  
*'Very polite & extremely helpful. Please pass on my thanks'*  
*'Thank you for your kindness & thoughtfulness'* – Assistance when elderly resident had fallen.  
*'Thanks to the crew who cleared the litter & black bags this morning from the lane'*

#### **Street Lighting**

*'Say a big thank you to the street lighting department as they have done a great job'*

#### **Environmental Enforcement**

*'Would like to say thank you for getting the abandoned car removed so quickly'*

- **Property Services**

*'They were wonderful. I can only praise the Council'* – Roofers' prompt response in bad weather.  
*'Thank the voids officer for his assistance in resolving my heating problems'*  
*'He is a professional young man who you should be proud to have in your team'*. Building Inspector  
*'All workmen have been considerate and friendly whilst doing the work'*. Tenants new roof  
*'Impressed with the efficiency, swiftness & excellent quality of work from the team'* - The Hub

- **Transport and Engineering**

*'Installation of the two bollards has made the area around the ditch much safer. Thank you'*  
*'Appreciate personal input managing this project & I sincerely thank you'*  
*'Confident that the Road Safety Works will contribute greatly to the safety of pedestrians'*  
*'Skills learnt during the Dragon Rider Course will lead to safer, and increased riding pleasure'*

## 9.6 Cross Departmental

Complaints	Cross Departmental	
Stage 1 Complaints Investigated	2	
Upheld	0	0%
Partially Upheld	0	0%
Not Upheld	2	100%
Stage 2 Complaints investigated	1	
Upheld	0	0%
Partially Upheld	0	0%
Not Upheld	1	100%
<b>Analysis of the nature of complaints and the trends</b>		
<p>None of the Cross Departmental complaints were upheld / partially upheld.</p> <p>One of the complaints raised related to Planning Enforcement and Legal matters, one concerned missing Blue Badge documents that had been handed in at The Hub and the other referred to correspondence which had been sent to a number of sections within the authority.</p>		
<b>Compliments</b>	4	
<b>Analysis of the trends</b>		
<p>The Freedom of Information, HR and Accountancy teams were praised for the work carried out on a request for data:  <i>"Comprehensive and detailed response to our request - it is very gratefully received"</i></p> <p><i>Thanks for support given by Museum Service &amp; Grounds Staff - very helpful"</i> - Parc Howard Summer Family Event</p> <p><i>"Enthusiastic assistance given - staff could not have been more helpful with the preparations - Queen's 90th Birthday Celebrations"</i></p> <p>Thank were passed on to a Housing Officer &amp; Building Inspector for their <i>"Courteous manner....constructive efforts to help us whilst adhering to council policies &amp; rules"</i></p>		

# COMMUNITY SCRUTINY COMMITTEE

## 3<sup>rd</sup> NOVEMBER 2016

### Community Scrutiny Committee Actions and Referrals Update

**To consider and comment on the following issues:**

- To scrutinise the progress made in relation to actions, requests or referrals recorded during previous meetings of the Committee.

**Reasons:**

- To enable members to exercise their scrutiny role in relation to monitoring performance.

**To be referred to the Executive Board / Council for decision: NO**

**Executive Board Member Portfolio Holder: NOT APPLICABLE**

<p><b>Directorate:</b> Chief Executive's</p> <p><b>Name of Head of Service:</b> Linda Rees-Jones</p> <p><b>Report Author:</b> Kevin Thomas</p>	<p><b>Designations:</b></p> <p>Head of Administration &amp; Law</p> <p>Democratic Services Officer</p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p> <p>01267 224010 <a href="mailto:lrjones@carmarthenshire.gov.uk">lrjones@carmarthenshire.gov.uk</a></p> <p>01267 224027 <a href="mailto:kithomas@carmarthenshire.gov.uk">kithomas@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 3<sup>rd</sup> NOVEMBER 2016

## Community Scrutiny Committee Actions and Referrals Update

During the course of a municipal year, several requests for additional information are made by the Committee in order to assist it in discharging its scrutiny role.

The attached report provides members of the Committee with an update on the progress made in relation to these requests.

DETAILED REPORT ATTACHED?	YES
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## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Linda Rees-Jones                      Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Linda Rees-Jones                      Head of Administration & Law

1. Local Member(s) – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations – N/A

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Community Scrutiny Committee Reports and Minutes	<p><b>Meetings held up to July 2015:</b>  <a href="http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/">http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/</a></p> <p><b>Meetings from September 2015 onwards:</b>  <a href="http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=186">http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=186</a></p>





## Community Scrutiny Actions and Referrals 2016-2017

Meeting Date	Minuted Action / Referral / Request	Progress Update	Officer	Target / Completion Date	Completed / On-going
15th January 2016	<b>Review of the Access to Social Housing Policy</b> - Unanimously resolved that the report be endorsed as the basis for consultation subject to the term 'Homeless but not in priority need' being amended to 'Homeless with special requirements';	The post-consultation report is scheduled to be presented to the Committee at its meeting in November 2016.	Robin Staines / Jonathan Willis	3rd November 2016	On-going
	Unanimously resolved that a further review of the lettings process be commissioned as part of the consultation process to investigate ways to ensure lettings are conducted in a timely and efficient way.	The post-consultation report is scheduled to be presented to the Committee at its meeting in November 2016.	Robin Staines / Jonathan Willis	3rd November 2016	On-going
24th March 2016 (Joint Meeting with Planning Committee)	<b>Community Scrutiny Committee Task &amp; Finish Group Review 2013/14 Action Plan Monitoring</b> - Unanimously resolved that the feasibility be investigated on including within the Planning Department's new computer system, provision for identifying retrospective planning applications.	An update will be provided at the next joint meeting, scheduled for the 5th December, 2016.	Julian Edwards	5th December 2016	On-going
	Unanimously resolved that an update on recommendation 21 be made to the next meeting of the joint committee.	An update will be provided at the next joint meeting, scheduled for the 5th December 2016.	Julian Edwards	5th December 2016	On-going
	Unanimously resolved that the Joint Committee meet in 6 months time to monitor progress in implementing the recommendations of the Task and Finish Group.	A joint meeting of the Committees has been arranged for the 5th December 2016.	Kevin Thomas	5th December 2016	Completed
24th March 2016	<b>Economic Development Update</b> - Unanimously resolved that arrangements be made for the Committee to visit the Marketing Suite at the Swansea University Campus.	The Committee's request has been noted and included in the site visits already requested as part of its work programme for 2016/17. Dates for visits will be confirmed in due course.	Kevin Thomas / Helen Morgan / Stuart Walters	20th June 2016	Completed
20th June 2016	<b>National Licensing Of Landlords and Agents</b> - Resolved that a progress report on the registration of landlords/agents within Carmarthenshire be submitted to the September meeting of the Committee.	The Committee's request has been noted and the report added to its work programme for the September meeting.	Kevin Thomas /	29th September 2016	Completed

## Community Scrutiny Actions and Referrals 2016-2017

20th July 2016	<b>Community Scrutiny Committee Task &amp; Finish Group Review 2013/14 Action Plan Monitoring</b> - Unanimously resolved that a presentation be made to a future meeting of the Committee on the operation of the Vangaurd System.	Arrangements have been made for the presentaion to be made at the Committee's meeting to be held on the 20th January 2017	Kevin Thomas/Robin Staines	20th January 2017	Completed
	<b>Actif Fitness Provision</b> - The Head of Housing and Public Protection agreed to submit a report to a future meeting on the Housing Services Performance Measures.	Arrangements have been made for a report to be presented to the meeting to be held on the 17th February, 2017	Kevin Thomas/Robin Stanies	17th February, 2017	Completed
29th September 2016	<b>Forthcoming Items</b> - A Task and Finish Group be established to look at large empty buildings (i.e. old churches/chapels, halls) that were blighting town centres, and to the optins available for their conversion into flats for sale/rent.	Arrangements are being made for the convening of the Task and Finish Group	Kevin Thomas	TBC	On-going
	<b>Affordable Homes New Build Programme Phase 1 2016-2017</b> - Unanimously Resolved to endorse the report and the Executuve Board be recommended to adopt the report recommendations.	The report is scheduled for consideration at Executive Board on the 17th October for recommending to Council on the 9th November	Robin Staines	17th October	Completed
	<b>Revenue And Capital Budget Monitoring 2016/17</b> - Unanimously resolved that a report be submitted to a future meeting on the future options for Burry Port Harbour.	Arrangements will be made for the report's submission to a future meeting	Ian Jones	TBC	On-going
	<b>National Licensing of Landlords and Agents</b> - To submit an update report to the Committee in 12 months' time – September 2017.	Arrangements will be made for the report's submission to the Committee in 12 months	Robin Staines	5th October 2017	Completed

## EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORTS

**SCRUTINY COMMITTEE :**            **COMMUNITY**

**DATE OF MEETING :**            **3<sup>rd</sup> November, 2016**

ITEM	RESPONSIBLE OFFICER	EXPLANATION	REVISED SUBMISSION DATE
<p><b>Half Yearly Economic Development Update</b></p>	<p>Helen Morgan</p>	<p>Following a Joint Chairs of Scrutiny meeting at the end of March 2016 it was agreed that members would scrutinise half yearly data via the PIMS /Dashboard</p>	<p>Future Reports no longer required</p>



Thursday, 29 September 2016

**PRESENT:** Councillor D.M. Cundy (Chair)

**Councillors:**

J.M. Charles, G.B. Thomas, J. Thomas, S.L. Davies, T. Devichand, S. Matthews, W.R.A. Davies, H.I. Jones, H.B. Shepardson and E.G. Thomas

**Also Present:**

**Councillor L.D. Evans – Executive Board Member for Housing**

**The following Officers were in attendance:**

I. Jones – Head of Leisure  
R. Staines – Head of Housing and Public Protection  
H. Morgan – Economic Development Manager  
J. Morgan – Housing Services Manager – Investment and Support  
D. Eldred – Group Accountant  
G. Williams – Team Leader  
I. Llewellyn – Forward Planning Manager  
R. Bowen – Contributions Officer  
D. Philips – Press and Communications Officer  
K. Thomas – Democratic services Officer

**Chamber, County Hall, Carmarthen - 10.00 am - 12.35 pm**

**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor J.K. Howell.

**2. DECLARATIONS OF PERSONAL INTERESTS**

<b>Councillor</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
T. Devichand	7 – National Licensing of Landlords and Agents	Landlord
G.B. Thomas	7 – National Licensing of Landlords and Agents	Landlord
H.B. Shepardson	7 – National Licensing of Landlords and Agents	Secretary of a social club in Burry Port that rents out properties

**3. DECLARATION OF PROHIBITED PARTY WHIPS**

There were no declarations of prohibited party whips.

**4. PUBLIC QUESTIONS (NONE RECEIVED)**

No public questions had been received.

**5. FORTHCOMING ITEMS**

The Committee received a list of forthcoming items to be considered at its meeting to be held on the 3<sup>rd</sup> November, 2016.

The Chair referred to the meeting of Council held the previous day, and to the discussion undertaken on a Notice of Motion calling upon the Welsh Government to draw up a new national strategy to deal with large empty properties e.g. old chapels, churches, halls etc, and to provide local authorities with additional funding to facilitate their conversion into flats for rent or sale. As part of the discussion on the Notice of Motion, a suggestion was made that the Community Scrutiny Committee may wish to consider establishing a task and finish group to look at such buildings that were blighting town centres.

Reference was made to the Review of Access to the Social Housing Policy to be considered at the next meeting, and whether it would be possible for the report to include references to homelessness. The Head of Housing and Public Protection advised that although the report had been drafted in preparation for its imminent progression through the Council's political process, he would, if possible, arrange for data held by the department on the numbers of homeless and the time taken to house them to be included within the report.

#### **UNANIMOUSLY RESOLVED**

**5.1 That the report be received**

**5.2 That a Task and Finish Group be established to look at large empty buildings i.e. old churches/ chapels, halls etc that were blighting town centres, and to the options available for their conversion into flats for rent/sale.**

## **6. AFFORDABLE HOMES NEW BUILD PROGRAMME PHASE 1 2016-2017**

The Committee received for consideration a report on the Council's Affordable Homes New Build Programme - Phase 1 for 2016-17 detailing how the Authority proposed to maximise funding opportunities available over the next two years to deliver, in conjunction with the Housing Associations, over 200 new homes, with a total investment of over £15m.

Initially, the Council's delivery plan had been committed to investing £5.6m into building 45 new homes over the next five years. However, following additional funding made available by the Welsh Government, it was now proposed to provide 61 new homes over the next two years at Dylan Llwynhendy, Garreglwyd Pembrey, Maespiode Llandybie and Pantycelyn, Llandovery, which had been prioritised on housing need, development costs, land availability and deliverability. Thereafter, subject to any additional finance being forthcoming, the plan included provision for an additional 68 homes on three sites at Y Waun Llwynhendy, Nantydderwen Drefach and Gwynfryn Ammanford.

The following issues were raised during consideration of the report:

- Reference was made to the proposal to build 26 homes on land at Y Waun, and to recent flooding difficulties encountered in the Llwynhendy area. Views were expressed that prior to any development of the site, detailed investigations should be undertaken to ensure the current flooding issues were not exacerbated to the detriment of the wider community.

The Head of Housing and Public Protection advised that Y Waun was not included within the first four sites, and further investigatory works would need to be undertaken before it could be progressed.

- Further reference was made to the proposals for the development at Y Waun and the Committee was advised of residents' concerns that the development would result in the loss of the last green space in the area on which children could play.

The Head of Housing and Public Protection advised those concerns could be addressed via the planning process and in conjunction with the local member. There may also be an opportunity for a compromise to be reached and consultations could be undertaken with the residents in that regard.

- The Head of Housing and Public Protection in response to concerns expressed that the recent flooding difficulties within the Llwynhendy area could also impact on proposals for the Dylan site, advised that the Council's technical staff had assessed that site and it was ready for development. However, if issues were to arise after its commencement, they would be addressed as the site progressed.
- Reference was made to the proposals within the report for the Bro Myrddin and the Pobl Group to provide 144 homes over the next two years and clarification sought on how those two Associations had been chosen.

The Head of Housing and Public Protection advised that the Welsh Government had identified zones throughout Wales and stipulated which housing associations would be permitted to build within those zones. For Carmarthenshire, only two Registered Social Landlords had been identified, being Bro Myrddin and the Pobl Group. If the Council wished the number of associations to be increased, representations would need to be made to the Welsh Government accordingly.

- In response to a question on the type of homes to be provided, the Housing Services Manager - Investment and support advised that the first phase would comprise 2 and 4 bedroomed homes reflecting the majority of need. It did not include provision for single bedroomed homes, as a report was currently being prepared on single persons need throughout the county.
- Reference was made to the fact the seven council sites identified within the report were within the urban areas and a concern expressed at the lack of proposals for new homes within the rural areas.

The Head of Housing and Public Protection advised that with regard to rural provision, it was generally the case people did not place their names on the housing register on the basis of limited availability of social housing in those areas. The Council had however, commissioned an external rural expert to examine social housing need in rural areas, and a report thereon would come back to the Council in due course, possible via a presentation to members.

- In response to a question relating to the 98 homes to be provided in Carmarthen by Bro Myrddin and the Pobl group it was confirmed that an analysis, including use of deprivation index data, had been undertaken to establish those areas most in need of social housing and Carmarthen had topped that list. As part of that exercise, clarity had also been provided on the priority areas for phase 2.

- Reference was made to the proposal to build 200 new homes at a cost of £15m or £75k per property and clarification sought on whether the figure per property was accurate.

The Housing Services Manager - Investment and support advised that the sum quoted did not include the investment being made by the Housing Associations. With regard to the 61 homes to be built by the Council the estimated £130k cost per property had been placed at the higher end of the construction scale, and it was anticipated the cost would reduce.

- Whilst the investment in new homes was welcomed, reference was made to the number of former council homes for sale in the Llanelli area ranging from £54k - £114k and to whether it may be more cost effective to purchase and renovate those properties.

The Head of Housing and Public Protection advised that to date the Council had re-purchased 21 such homes and consideration could be afforded to acquiring additional properties in the future, if it was cost effective to do so.

- In response to a question relating to the final cost of the new bungalows recently built in Llanelli and Kidwelly via use of the contractor framework, the Head of Housing and Public Protection confirmed that lessons had been learnt and that for the next phases of development the department would be opening the contract to competitive tender. Notwithstanding the lessons of the previous contract, he reminded the committee that there were advantages to using the framework in terms of local job creation and working relationships.
- Reference was made to previous discussion on the establishment of an Arms' Length Local Authority Housing Company to access the Social Housing Grant and information sought on the current position with regard thereto.

The Head of Housing and Public Protection advised that if the Council were to establish such a company, it would not be able to apply for the Social Housing Grant, as that was only available to Housing Associations. However, the Welsh Government was currently examining that position.

- In response to a question on Value for Money and to private versus public sector housing provision, the Head of Housing and Public Protection advised that comparisons should not be drawn between the two. For example, the council, via the contractor framework was able to require contractors to train apprentices, the specifications for the council's homes were different in that it built properties with double bedrooms, the private sector had smaller bedrooms, Council properties also included, where possible, solar panels. Whilst there were differences between the two sectors, the Council was still required to operate cost effectively.

**RESOLVED that the Committee endorse the report and the Executive Board be recommended to:**

- 6.1 Confirm that the Council New Build Programme will begin by developing 61 affordable homes at the four highest priority sites, as identified in the report (Dylan, Llwynhendy, Garreglwyd, Pembrey, Maespiode Llandybie and Pantycelyn Llandoverly)**
- 6.2 Confirm the timescale for the delivery of affordable homes on part of the Pantycelyn site is aligned with the school development proposals**



- 6.3 That the sites within priority 5,6 and 7 in the report (Y Waun Llwynhendy, Nantydderwen Drefach and Gwynfryn Ammanford) would be developed in order of priority when funding became available
- 6.4 Confirm that the specification used for Council new build homes would be traditional construction, with all new homes built to meet the Code for Sustainable Homes Level 3 plus, Design Quality Requirements and the Life Time Homes Standard
- 6.5 Confirm that Phase 1 of the Council new build programme was procured through the South West Wales Regional Contractors Framework
- 6.6 Confirm that consideration would be given to setting up a specific new build framework contract to procure Phase 2 of the Council new build programme
- 6.7 Confirm that Social Housing Grant could be used in 2016/17 to purchase seven private sector homes
- 6.8 Confirm that the Council's Housing Association Partners could prioritise their new build schemes on the eight sites listed in the report and utilise Social Housing Grant to support the development, if required
- 6.9 Continue with a flexible approach around rent levels with Social Housing Grant developments
- 6.10 Confirm that the Council could apply to the Welsh Government to revise the current zoning arrangements for the county, if there was a significant risk of not taking up grant funding and other regeneration opportunities.

## 7. NATIONAL LICENSING OF LANDLORDS AND AGENTS

(NOTE: Councillor T. Devichand, H.B Shepardson and G.B Thomas having earlier declared an interest in this item left the meeting during its consideration)

The Committee, in accordance with minute 5 of its meeting held on the 20<sup>th</sup> June, 2016 received an update report on The Housing (Wales) Act 2014 and the requirement for all landlords and agents to register and obtain a licence by the 23<sup>rd</sup> November, 2016 if they owned or managed private rented properties.

The following issues were raised during consideration of the report:

- Reference was made to the fact only 43% of the known landlords within Carmarthenshire were registered/licenced and clarification sought on what action the Council would take after the 23<sup>rd</sup> November on those who had not registered or commenced the registration process.

The Head of Housing and Public Protection advised that each case would be examined on its merit with the initial approach being one of education. If, subsequently, landlords were not prepared to engage in the process appropriate action would be taken.

- In response to a question, the Committee was advised that a licence, once granted, would be valid for a five year period. However, if a landlord appointed an agent to act on his behalf, he would only need to register as a landlord and would not require a licence.

**RESOLVED that the report be received.**

## **8. COMMUNITY INFRASTRUCTURE LEVY**

The Committee received an update report on the progress being achieved on the Council's consideration of adopting a Community Infrastructure Levy (CIL) for Carmarthenshire in light of recent legislative changes limiting the scope of Section 106 legal agreements, and the fact that if a CIL was not adopted it would result in the Council losing out on contributions from developers to help fund vital infrastructure works required to implement both the Local Development Plan allocations and the regeneration plans. It was noted that the first stage in establishing a CIL was the publication of a Preliminary Draft Charging Schedule detailing proposed charging rates. That schedule was currently subject to public consultation, ending on 4<sup>th</sup> November, 2016 following which, a report would be submitted to Council for determination on whether it wished to proceed with the CIL and consult on a Draft Charging Schedule for subsequent submission for examination.

The following issues were raised on the report:-

- Reference was made to the proposed 15/85 apportionment of contributions between Town and Community Councils and the County Council, and views expressed that, based on that apportionment, local communities could lose out significantly if a CIL were to be adopted

The Forward Planning Manager advised the Committee that if the Council were to agree to introduce a CIL, it would sit alongside but not replace, a Section 106 Agreement. The difference between the two was that Section 106 could only be used to directly fund community benefits arising from a development e.g. highways improvements, play areas etc as set out in legislation. The CIL would be used to fund strategic infrastructure works countywide.

- In response to a question on apportionment, the Forward Planning Manager advised that in relation to the viability or otherwise of adopting a CIL, the Welsh Government Inspector would not allow the Council to proceed with its adoption if the levy would hinder/restrict development occurring. Accordingly, any levy would need to be set appropriately so as to not hinder development by setting it too high or, render it worthless by setting it too low.
- In response to a question on amendments to the S106 criteria, the Forward Planning Manager advised that the new legislation was more prescribed on the type of benefits that could be subject to a charge and that if there was need for example for strategic leisure facilities in an area, it would be unlikely the Council could require a developer to make a contribution.
- It was confirmed that under current policy, developments in excess of 5 or more dwellings were required to enter into Section 106 Agreements for parks and open space contributions where needed, and developments of 10 or more dwellings were required to enter into a Section 106 Agreement for education contributions where needed. The CIL could be applied to all developments including single dwellings, except where those were self-build where no contribution would be required if the property was lived in for three years. The provision of Affordable Housing would also stay within the parameters of a S106 Agreement.
- The contributions officer, for clarification, advised that the purpose of a

Section 106 Agreement was to make a development which would otherwise be unacceptable acceptable to an area by providing contributions for specific community benefits arising from the impacts of that development, and the type of schemes for which contributions could be requested were limited by regulation. The CIL, however, could utilise financial contributions on a county wide basis and would not be confined to the area in which the development occurred thereby providing flexibility to provide strategic developments where they were most needed. That flexibility also allowed the Council to alter its priority list to adjust to changing needs. Additionally, if Section 106 contributions were not utilised within a 5 year period, the developer could request that the funds be returned where a claw back clause had been agreed.

- Reference was made to the current procedure for negotiating Section 106 Agreements involving consultations with the local member and to whether that would continue if a CIL were to be adopted.

The Contributions Officer advised that under the CIL Regulations, the 15% contribution would be made available to the Town and Community Councils to spend as they deemed appropriate within their areas subject to compliance with the regulations. However, the local member would still participate at the application stage through consultation which would inform the negotiations on the Heads of Terms of the Agreements.

**RESOLVED that the report be received.**

## **9. 2016/17 IMPROVEMENT PLAN PERFORMANCE MONITORING REPORT - QUARTER 1 - 1ST APRIL TO 30TH JUNE 2016**

The Committee received for consideration the 2016/17 Improvement Plan Performance Monitoring Report for Quarter 1 in respect of the period 1<sup>st</sup> April to 30<sup>th</sup> June 2016.

The Following issues were raised on the report:

- Reference was made to the number of attendances at sporting opportunities facilitated by the Sport and Leisure Officers and clarification sought on the reason for the variance between actual and target results.

The Head of Leisure advised that the variance was attributable to the previous participation generated by the employment of a rugby development officer. That post had now been removed from the structure as it was being funded by the WRU. As a consequence, the Council could no longer count the number of those participants within its figures. However, every effort was being made to improve performance against the target.

- In response to a question on the number of properties being managed by the internal social lettings agency, the committee was advised that the new leasing product offered incentives to encourage landlords to improve their properties thereby increasing the number of affordable homes within the County. With regard to the operation of the agency, that currently managed approximately 130 properties. However, as the authority was now able to utilise the HRA in connection with its operation, an additional officer would be appointed to increase the unit's capabilities whereby it was hoped the number of managed properties could increase to approximately 180.

- The Head of Housing and Public Protection referred to a question on the average number of days being taken between initial contact for an adaptation and receipt of an Occupational Therapist assessment across all forms of tenure. He advised that for the previous quarter the average number of days taken had been 70 compared to the target of 91. Whilst that represented an improvement on the average 98 days in the same quarter for 2015/16, the department was bidding for resources to employ an additional Occupational Therapist to further reduce the assessment times.

**RESOLVED that the report be received.**

## **10. REVENUE AND CAPITAL BUDGET MONITORING 2016/17**

The Committee considered the 2016/17 Revenue & Capital Budget Monitoring reports for the Housing, Regeneration, Planning and Leisure and Recreation Services for the period up to the 30<sup>th</sup> June 2016.

The following issues were discussed during consideration of the report:

- In response to a question on the projected shortfall in sales at the Pembrey Ski Shop, the Head of Leisure Services reminded the Committee that was attributable to a previous decision to cease operating the shop, apart from possibly the sale of gloves and ski helmets, and to concentrate on the ski slope becoming an activity hub within Pembrey Country Park. The reduced income therefore reflected a reduction in the value of the remaining stock held at the centre, which was now some 4 years old.
- The Head of Leisure referred to the operation of the mobile library service and confirmed that a review had been taken of the network with a view to ensuring service provision across the county. It was also hoped the new vehicles to deliver that service would be available by the new year.
- Reference was made to the £400k cost of dredging Burry Port Harbour and clarification sought on the involvement of the Friends of Burry Port Harbour on those works.

The Head of Leisure confirmed that the £400k was solely funded from the council's capital programme and related to not only dredging works, but also included a requirement for the Council's consultants to examine both sustainable options for the future together with the condition of the harbour walls.

- The Interim Economic Development Manager referred to a question on the anticipated Welsh Government funding (Property Development Fund) for the Cross Hands East Office Development and advised that discussions were ongoing with the Welsh Government to obtain approval for the scheme by the 21<sup>st</sup> November, 2016 as the funding for all schemes confirmed by that date would be honoured by the Treasury should the UK leaving the Single European Market prior to 2020

**RESOLVED**

**10.1 That the report be received**

**10.2 That a report be submitted to a future meeting of the Committee on the future options for Burry Port Harbour**

## **11. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT**

The Committee considered the explanations provided for the non-submission of four reports.

**RESOLVED that the non-submission report be noted.**

**12. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON:-**

**12.1. 20TH JUNE, 2016;**

**RESOLVED that the minutes of the meeting held on the 20<sup>th</sup> June, 2016 be signed as a correct record.**

**12.2. 20TH JULY 2016**

**RESOLVED that the minutes of the meeting of the Committee held on the 20<sup>th</sup> July 2016 be signed as a correct record.**

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**DATE**

