

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO PLANNING & DEVELOPMENT COMMITTEE

meeting date: THURSDAY, 2 DECEMBER 2021
 title: PLANNING APPLICATION STATISTICS REPORT
 submitted by: NICOLA HOPKINS – DIRECTOR ECONOMIC DEVELOPMENT AND PLANNING
 principal author: LESLEY LUND – SENIOR PLANNING ADMINISTRATION OFFICER

1 PURPOSE

- 1.1 To update Committee on key information in relation to the determination of planning applications from 1 April 2020 – 30 September 2021.
- 1.2 The report covers four quarters of year 2020/2021 and quarters 1 and 2 of year 2021/2022 – Quarter 1 (2020/2021) from 1 April 2020 – 30 June 2020 Quarter 2 (2020/2021) from 1 July 2020 – 30 September 2020 Quarter 3 1 October 2020 – 31 December 2020, Quarter 4 (2020/2021) 1 January .2021 – 31 March 2021 Quarter 1 (1 April 2021 – 30 June 2021 and Quarter 2 1 July 2021 – 30 September 2021).
- 2 APPLICATIONS RECEIVED AND DETERMINED DURING QUARTERS 1,2,3 and 4 2020/2021 AND QUARTERS 1 and 2 2021/2022.
- 2.1 The table below shows the number of applications received and determined during the four quarters of the year 2020/2021 and quarters 1 and 2 of the current year 2021/2022.

	QUARTER 1 2020/2021	QUARTER 2 2020/2021	QUARTER 3 2020/2021	QUARTER 4 2020/2021
APPLICATIONS RECEIVED	147	207	182	184
APPLICATIONS DETERMINED	149	147	169	172
% OF DELEGATED DECISIONS	96.64%	95.23%	96.44%	97.09%

	QUARTER 1 2021/2022	QUARTER 2 2021/2022
APPLICATIONS RECEIVED	211	190
APPLICATIONS DETERMINED	169	194
% OF DELEGATED DECISIONS	97.04%	85.05%

3 CATEGORY OF APPLICATIONS

- 3.1 Applications are put into categories Major, Minor and Other. Below is a description of how the applications are categorised:

Major applications are applications which fall into the following categories:

- Dwellings - 10+ dwellings or cover a site area of 0.5ha+
- Offices/Retail & Distribution/Light Industry -cover over 1,000m² or floor space or a site area of 1ha+
- General Retail Distribution and Servicing – 1,000m²+ or floor space or site area of 1ha+
- Gypsy and Traveller sites – 10+ pitches
- All other major developments – all other uses, whether in a use class or sui generis uses – 1,000m²

Minor applications are applications which fall into the following categories:

- Dwellings – 1-9 dwellings. Or site area of less than 0.5ha
- Offices/Retail & Distribution/Light Industry – less than 1,000m² floor space or less than 1 ha site area
- General Industry and Distribution and Servicing – less than 1,000m² floor space or less than 1ha site area
- Gypsy and Traveller sites – 1-9 pitches
- All other minor developments – less than 1,000m² floor space or less than 1ha site area

Other Developments

- Minerals Processing
- Change of Use – going from one class use to another
- Householder developments - extensions, conservatories, garages etc within the domestic curtilage of the property
- Advertisements
- Listed Building Consent

4 TARGETS

4.1 Performance has traditionally been measured in terms of time taken to determine a planning application. Current targets percentages are below. The target is 13 weeks for major applications and 8 weeks for householder and other applications it is calculated from the date of validation to the date of despatch of the decision notice.

4.2 Historically when the Government were reviewing Local Planning Authority's performance targets (Improving Planning Performance: Criteria for Designation Updated 2020) the targets were set at 60% to determine Major Applications within 13 weeks and 70% for all others to be determined within 8 weeks.

<https://www.gov.uk/government/publications/improving-planning-performance-criteria-for-designation>

4.3 The Authority's own Performance Indicator targets are currently

70% of Major Applications within 13 weeks

75% of Minor Applications within 8 weeks

80% of Other Applications within 8 weeks

4.4 RIBBLE VALLEY DETERMINATION RATES

QUARTER 1 2020/2021– 1 April 2020 to 30 June 2020

Majors - 4 determined - 66.66% determined within 13 weeks
Minors - 54 determined - 56.81% determined within 8 weeks
Others - 91 determined - 65.88% determined within 8 weeks

QUARTER 2 2020/2021 - 1 July 2020 to 30 September 2020

Majors - 3 determined - 0% determined within 13 weeks
Minors - 47 determined - 76.31% determined within 8 weeks
Others - 97 determined - 85.86% determined within 8 weeks

QUARTER 3 2020/2021- 1 October 2020 to 31 December 2020

Majors - 8 determined - 16.66% determined within 13 weeks
Minors - 46 determined - 79.48% determined within 8 weeks
Others - 115 determined - 67.64% determined within 8 weeks

QUARTER 4 2020/2021- 1 January 2021 to 31 March 2021

Majors - 2 determined - 100% determined within 13 weeks
Minors - 55 determined - 72.34% determined within 8 weeks
Others - 115 determined - 74.28% determined within 8 weeks

QUARTER 1 2021/2022 – 1 April 2021 – 30 June 2021

Majors - 4 determined - 66.66% determined within 13 weeks
Minors - 47 determined - 67.44% determined within 8 weeks
Others - 118 determined - 72.97% determined within 8 weeks

QUARTER 2 2021/2022 – 1 July 2021 – 30 September 2021

Majors - 10 determined – 33.33% determined within 13 weeks
Minors - 57 determined - 54.16% determined within 8 weeks
Others - 127 determined - 66.94% determined within 8 weeks

5 FEES RECEIVED

5.1 The fees received for planning applications are as follows:

Quarter 1(01/04/2020 – 30/06/2020) - £113398.00

Quarter 2 (01/07/2020 – 30/09/2020) - £92827.00

Quarter 3 (01/10/2020 – 31/12/2020) - £135175.00

Quarter 4 (01/01/2021 – 31/03/2021) - £111893.00

Quarter 1 (01/04/2021 – 30/06/2021) - £168350.00

Quarter 2 (01/07/2021 – 30/09/2021) - £136276.00

5.2 Members will note the significant increase in planning fees in the corresponding quarters which reflects the significant increase in application being received and a more buoyant economy following the lockdowns.

6 INVALID APPLICATIONS

6.1 When an application is received into the Planning Office it is checked to make sure it is a complete and valid application.

6.2 There is a national and local list of requirements to ensure this which includes: the correct fee, a location plan, plans drawn to a recognised metric scale with external floor dimensions and elevational dimensions, bat and tree surveys. Dependent on the type of application other things may be required to have a valid application. Common reasons for invalidity include fee outstanding, bat survey required, heritage statement required (Conservation Areas, Barns and Listed Buildings, dimensions on plans (elevational) and plans that are not to scale. Invalid applications are turned around quickly. Link to the current local validation check list which was adopted on 27 August 2021:

https://www.ribblevalley.gov.uk/downloads/file/12209/draft_validation_checklist_march_2019

6.3 Currently around 70% of applications received are invalid. The Administration team email the applicant or agent informing them of what is required to make the application valid. In many cases and subject to the response from the applicant the application can be validated within a short timescale. When additional information such as a Bat Survey or Transport Assessment this can take between 3 and 4 weeks. After 1 month if no communication has been received then the applications are normally returned.

7 APPEALS DETERMINED

7.1 There are three main types of planning appeals. These are written representations, Hearings and Inquiries.

WRITTEN REPRESENTATION

7.2 Most planning appeals are decided by the written representations procedure. With this procedure the planning inspector will consider written evidence from the appellant, the local planning authority (LPA) and anyone else who has an interest in the appeal.

7.3 The written evidence usually takes the form of a statement of case by the main parties (the appellant and the LPA), and there is also the opportunity to comment on each other's statements.

7.4 For householder appeals there is a slightly different process. There are no opportunities to submit further information once the original appeal form has been submitted and the Local Authority will provide a copy of either the officers delegated/ committee report rather than a separate statement.

HEARING

7.5 A planning hearing is an appeal in which there is normally no legal representation. Statements are submitted by both parties and there is an open, informal discussion on the key issues.

PUBLIC INQUIRY

7.6 An Inquiry is more formal process and there is normally legal representation who cross examine witnesses.

8. APPEAL DECISIONS

QTR 1 01/04/2020 – 30/6/2020

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	2	0	2	0%
Hearings	0	0	0	0
Inquiry	0	0	0	0
Householder	3	2	1	66.66%

QTR2 01/07/2020 – 30/9/2020

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	3	0	3	0%
Hearings	0	0	0	0%
Inquiry	0	0	0	0%
Householder	4	0	4	0%

QTR3 01/10/2020 – 31/12/2020

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	3	0	3	0%
Hearings	4	1	3	25%
Inquiry	0	0	0	0%
Householder	0	0	0	0%

QTR4 1/01/2021 – 31/03/2021

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	2	0	2	0%
Hearings	0	0	0	0%
Inquiry	0	0	0	0%
Householder	6	2	4	33.33%

QTR1 01/04/2021 – 30/06/2021

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	4	1	3	25%
Hearings	0	0	0	0
Inquiry	0	0	0	0
Householder	0	0	0	0

QTR2 01/07/2021 – 30/09/2021

Planning Appeals Determined	Number	Allowed	Dismissed	% Allowed
Written Representations	5	0	5	0%
Hearings	0	0	0	0%
Inquiry	0	0	0	0%
Householder	2	0	2	0%

8.1 COST AWARDS

An application for costs can be made by either party if it is considered they have acted in an unreasonable manner. There are currently 2 appeals which have made a claim for costs, however both appeals are awaiting a decision from the Planning Inspectorate.

9 PRE-APPLICATION ADVICE

9.1 The **National Planning Policy Framework** (NPPF) actively encourages pre-application engagement. It advises that early engagement has significant potential to improve the efficiency and effectiveness of the planning application process. Due to present staff resources the pre-application service has had to be limited to major schemes at present which has resulted in a reduction in income received.

9.2 Fees generated between 1 April 2020 and 30 September 2021

QTR 1 2020/2021 £ 8150.00
QTR 2 2020/2021 £13067.50
QTR 3 2020/2021 £ 6904.50
QTR 4 2020/2021 £ 9744.00
QTR 1 2021/2022 £17898.00
QTR 2 2021/2022 £ 7475.00

10 CONCLUSION

10.1 As various lockdowns have been relaxed the Local Planning Authority have seen an increase in the number of applications submitted. The current vacancies within the department along with an increase in the workload has resulted in a drop in achieving targets. The vacancies are currently being advertised and the pre application advice service has been reduced until the service capacity is increased.

9.3 Members are asked to note the report.



LESLEY LUND

NICOLA HOPKINS
DIRECTOR ECONOMIC DEVELOPMENT
AND PLANNING

For further information please ask for Lesley Lund extension 4490.