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Am bob ymholiad ynglŷn â'r agenda hwn cysylltwch â Andrew Highway  
(Rhif Ffôn: 01443 866213 E-bost: [highwa@caerphilly.gov.uk](mailto:highwa@caerphilly.gov.uk))

**Dyddiad: Dydd Mawrth, 27 Chwefror 2018**

Annwyl Syr/Fadam,

Bydd cyfarfod **Grŵp Rheoli Canol Tref Caerffili** yn cael ei gynnal yn **Ystafell Rhymni, Tŷ Penallta, Tredomen, Ystrad Mynach** ar **Dydd Mawrth, 6ed Mawrth, 2018** am **2.00 pm** i ystyried materion a gynhwysir yn yr agenda canlynol. Mae croeso i chi ddefnyddio'r iaith Gymraeg yn y cyfarfod, a dylid rhoi cyfnod rhybudd o 3 diwrnod gwaith os ydych yn dymuno gwneud hynny. Bydd cyfieithu ar y pryd yn cael ei ddarparu ar gais.

Yr eiddoch yn gywir,

A handwritten signature in black ink, appearing to read 'Christina Harrhy'.

**Christina Harrhy**  
PRIF WEITHREDWR DROS DRO

## A G E N D A

Tudalennau

- 1 I dderbyn ymddiheuriadau am absenoldeb
- 2 Datganiadau o Ddiddordeb.

Atgoffi'r Cyngorwyr a Swyddogion o'u cyfrifoldeb personol i ddatgan unrhyw fuddiannau personol a/neu niweidiol mewn perthynas ag unrhyw eitem o fusnes ar yr agenda hwn yn unol â Deddf Llywodraeth Leol 2000, Cyfansoddiad y Cyngor a'r Cod Ymddygiad ar gyfer Cyngorwyr a Swyddogion.

A greener place Man gwyrddach



I dderbyn a nodi y cofnodion canlynol:-

3 Cofnodion y cyfarfod blaenorol 3 Hydref 2017. 1 - 6

I dderbyn a nodi'r diweddariadau canlynol:-

4 Diweddariadau ar faterion yn ymwneud â Thref Caerfilli. 7 - 12

5 Archwiliad. 13 - 18

**Cylchrediad:**

Cynghorwyr P.J. Bevan, S. Cook, C. Elsbury, Mrs C. Forehead, Miss E. Forehead, J.E. Fussell, Mrs B. A. Jones, S. Kent, J. Pritchard, S. Morgan a D.T. Davies

Cynghorwyr Tref

Sefydliadau Eraill



## CAERPHILLY TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH  
ON TUESDAY 3RD OCTOBER 2017 AT 2:00PM

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PRESENT:

Councillors:

C Elsbury, J Fussell, B Jones, S Kent

Together with:

Town & Community Councillor Mrs J Hibbert, Mrs L Williams, Mr J Dilworth (Clerk), Mr C Thomas (Centre Manager Castle Court), Mr Tidridge (Heol Trecastell Residents Association)

Also:

A. Highway (Town Centre Development Manager), A. Dallimore (Team Leader – Urban Renewal), P. Hudson (Marketing and Events Manager), S. Wilcox (Assistant Town Centre Manager), K. Dowdall (Senior Engineer), M Reynolds (Project Manager), R. Collins (Contract Supervisor), C Jones & N Rolfe (Walters) & A. Jones (Clerk)

### 1. TO APPOINT A CHAIR AND VICE CHAIR

Mr Highway opened the meeting and requested nominations for Chair. Councillor S Morgan nominated Councillor B Jones and this nomination was seconded by Councillor Elsbury.

Councillor B Jones took the Chair and invited nominations for Vice Chair. Councillor S Morgan nominated Councillor Elsbury and this nomination was seconded by Councillor Kent.

Councillor Elsbury accepted the position.

### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P. Bevan, D.T. Davies, C. Forehead, J. Pritchard, Town & Community Councillor Professor Deacon, Mr Jones (Tommy Cooper Society).

### 3. DECLARATIONS OF INTEREST

There were no declarations of interest made at the beginning or during the course of the meeting.

#### **4. MINUTES – 7TH MARCH 2017**

The minutes were taken as read.

The Chair informed the group that she had spoken with Mr Whetter, following the previous meeting and discussed the Go2 MyTown website.

Mr Highway advised that the decision was made as part of the Medium Term Financial plan and a version of the Retail Property Index is on the Council's website as PDF document. I.T department have been asked to procure a developer for a new stand-alone Choose the High Street site.

The group were advised that following discussions this is ongoing and not concluded.

#### **REPORTS OF OFFICERS**

#### **5. UPDATE ON MATTERS RELATING TO CAERPHILLY TOWN**

Andrew Highway (Town Centre Development Manager) introduced with report which provided an update on matters relating to Caerphilly Town and introduced Kate Dowdall and representatives from Walters to update the group on the Pwll y Pant Roundabout works.

Ms Dowdall introduced herself, officers and representatives from Walters to the group.

Ms Dowdall advised the group that a presentation was given to the group approximately a year ago she then passed plans around showing the improvement infrastructure that was agreed back in 2008.

The plans showed how pedestrian crossings by Pwll y Pant had to be incorporated and discussed how full-time/partial time signalisation will be introduced to enable easier flow of traffic.

The group were advised that there is a lot of infrastructure works that need to be carried out which include the diverting of sewers, gas main, power cables and construction of retaining walls.

There have been a number of issues with land ownership & ecology issues have needed to be addressed in relation to slow worms all of which has had to be funded.

The group were advised that the works have been well publicised for businesses and residents. There are three planned public information days where the contractor will be available to address any concerns. There is a dedicated website, news line feature, newspapers publicity and residents have been contacted to keep the community updated on the works. Residents have been encouraged to sign up to the road works alerts and email alerts.

Councillor Kent asked if other authorities have been notified of the disruptions. Ms Dowdall advised that all Councils were sent an email asking them to place the works and disruptions on their websites.

The group discussed problems with queueing at its busiest times but were advised it is difficult as there are no alternative routes so queueing will be inevitable.

Mr Rolfe advised that it is difficult as constraints within the tender means that one lane has to remain open in all directions. The group were advised that the works have been planned as sympathetically as possible to reduce and keep the disruption to as minimal as possible.

Councillor Kent questioned the timing of the works and would there be an economic impact starting the works in the winter.

Ms Dowdall advised that there was 1.5 million funding from Welsh Government which had to be spent by March under strict financial constraints. The Authority would have preferred more time but there is a tight schedule to organise and get things in place.

Members raised concerns as to whether the works would improve the traffic. Ms Dowdall advised that it is difficult to assess this until the works are completed but given the traffic modelling undertaken in 2013 and 2015 and based on the LDP plan, the scheme should make a difference and accommodate future developments too.

The group discussed how signalling would be monitored and adjusted to allow the best flow of traffic around the roundabout.

Councillor Elsbury advised that the modelling of this work is based on the current LDP which did not have developments at Pandy Road and Gwern y Doman & Virginia Park these sites may result in potentially 2500 extra cars on the road.

Councillor Elsbury asked if there was anything in place to help retailers.

Ms Dowdall advised that they would not be entitled to compensation as this is for residential properties only under the part 1 claims. Businesses would need to contact the valuation office which deals with Business Rates.

Ms Dowdall advised that part 1 claims are payable to residential properties 12 months after the roadworks have been completed if applied for.

The group discussed problems with areas such as: Llanbradach and Pandy Mawr Lane. Ms Dowdall confirmed that these will be monitored.

The group were advised that a number of designs were considered but due to the location and restriction of the site the design options are limited.

Councillor Fussell asked if HGV companies have been notified of works and disruptions.

The group were advised that a lot of publicity has been carried out for residents and businesses and the wider public. Signs are on display, notices advertised and information has been placed on websites. Mr Dean Smith from Traffic Management has also contacted freight companies.

The Chair thanked Ms Dowdall and Walters for their update.

Members were referred to update 1 provided in the report on Unique Places. The Chair thanked Mr Highway

Members were referred to update 2 provided in the report on 'Choose the High Street' Christmas Voucher Booklet.

Mr Highway informed the group that so far there were only 20 offers in Caerphilly town centre this year compared to 40 in the previous year. The Chair thanked Mr Highway

Members were referred to update 4 provided in the report for Park Lane. The Chair thanked Mr Dallimore and stated that this was good news.

The Chair raised concern over the current condition of 73 Cardiff Road. Mr Highway confirmed that he advised colleagues in Building Control and also Planning Enforcement. Consideration was being given to writing to the owner to request that the buildings appearance is improved

Members were referred to update 5 provided in the report on Public Realm works by the visitor centre.

Councillor Elsbury confirmed that in relation to the works mentioned in the last paragraph, these have been completed and would like to pass on thanks to Mr Glenn Cooper for a fantastic job.

Mr Dallimore informed the group that the authority will be looking to place artwork there and Mr Cooper will be looking at surface and contacting members for school involvement. The Chair thanked Mr Dallimore and Mr Highway for update.

Members were referred to update 6 provided in the report on Workingmen's Hall. It was raised as to whether or not the funding previously agreed has been used. Mr Highway confirmed that the monies are still set aside and the work is planned.

Members were referred to update 7 provided in the report on summer and Christmas Events. Mr Hudson advised that the weather hindered the events. The Big Cheese brings people from all over the world and the Christmas market brings in large numbers of visitors by coaches from all of the Country.

There was additional security in place this year which had a positive impact on antisocial behaviour. Ms D Stephens (Pub watch) said that it was a massive success with very little anti- social behaviour and a pro-active and discreet police presence. Feedback from Pub watch was also positive.

Mr Hudson thanked Ms Stephens for her comments.

Mr Thomas (Centre Manager) advised the group that he has been liaising with the Events Team on ways to integrate the events planned in the Castle Court Shopping Centre with the wider town centre events programme. Mr Highway thanked Mr Thomas for his attendance at the meeting and support.

Members were referred to update 8 provided in the report on 'Choose the High Street Property Index'. Mr Highway confirmed that this information is available as a PDF document on Caerphilly Council Website.

Members were referred to update 9 provided in the report on Procurement of footfall counter. Mr Wilcox confirmed that feedback on the figures generated would be available once the new system is verified and calibrated. Mr Highway and the Chair thanked Mr Wilcox for all the hard work put in with liaising with the new provider.

Members were referred to update 10 Air Quality. Mr Highway advised the group that if there are any questions the members can contact Maria Godfrey directly and she will be happy to answer any queries

Members were referred to update 11 Parking Enforcement. Mr Highways advised that this is an issue that has been raised in other meetings and reassured the group that it was currently being considered by the Council and that Officers would be working alongside colleagues in neighbouring authorities and Gwent Police to explore the various options available. The matter had been place on the forward work programme for the Regeneration and Environment Scrutiny Committee and would be subject to full consultation processes before its consideration by Cabinet and approval by Council.

Members discussed current parking issues, the pressures on Gwent Police resources and its impact on illegal parking on the town. It was clarified that Gwent Police would still have obligations under the Road Traffic Act for some parking offences but that the majority of illegal parking would be subject to Civil Parking Enforcement in whichever way the council determined. It was noted that there was a statutory process to be followed which must be approved by Welsh Government.

The Chair thanked the Officers for the update.

Having fully considered its content the Caerphilly Town Centre Management Group noted the update report.

## **6. CAERPHILLY TOWN CENTRE AUDIT**

Mr Highway presented the audit and the following items were raised

Homeless group have identified 3 individuals and a case officer is working with them on a one to one basis to provide help.

Mr Highway advised that the police are looking at patterns of behaviour where individuals are begging and trying to educate the public.

The group were advised that a donation of bulbs from Trethomas allotments has been given for the floral displays.

Ms Stephens has advised that the street café works very well. Mr Highway thanked Ms Stephens and Pubwatch members for their work on the scheme and in particular their support for the volunteers who run it.

There were no further issues raised on the audit.

Mr Highway read out a letter received from the Tommy Cooper Society who wished to thank Cadw for the Tommy Cooper Fez-tival which was held in the Castle on Sunday 15<sup>th</sup> April 2017 and was attended by several thousand families and entertained by comedians and magicians. There was extensive media coverage and all proceeds were donated to Cadw for the defibrillator fund.

Mr Jones confirmed that a second fez-tival will be held on the 15<sup>th</sup> April 2018 and hoped that the Council and Cadw would see the value of the fez-tival to the area.

The meeting closed at 15:48pm

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CHAIR

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## CAERPHILLY TOWN CENTRE MANAGEMENT GROUP – 6<sup>TH</sup> MARCH 2018

**SUBJECT: UPDATE ON MATTERS RELATING TO CAERPHILLY TOWN**

**REPORT BY: TOWN CENTRE DEVELOPMENT MANAGER**

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### 1. BUSINESS REPORT

#### **Caerphilly Retail Overview 2017**

The retail offer at Castle Court Shopping Centre and its *Morrisons* store remains one of the primary reasons for people to visit Caerphilly town centre. The retail offer, which includes: *WH Smith, Argos, Boots, Game, Poundland* and *Costa Coffee*, was strengthened this year as the Centre attracted clothing retailer *Edinburgh Woollen Mill* into it's largest unit. A new Centre Manager instigated a 'pop up' shop for the *Royal British Legion* during November and also sought to link in with the Town Council's Christmas lights switch on. Both of these initiatives strengthened the Centres connection with the wider town centre community.

Although the lack of a convenience store in Cardiff Road has constrained a growth in footfall, a number of key properties have been refurbished which has in turn has attracted some new independent retailers: *The Bake Station, My Cod Fish Bar, K&S Clothing* and *Studio 9 Advance Treatment*. The town's restaurant offer received a significant boost with the opening of two aspirational restaurants: *Volare* and *La Casa Mia* and also the refurbishment of *The Court House* public house which overlooks the castle.

In Pentrebane Street the poor condition of the gateway property located at the junction with Cardiff Road appears to be having a detrimental affect. This year a number of key businesses have closed and the Indoor Market now requires investment to support the diverse range of tenants who operate in it. Clive Street continues to attract a strong line up of independent retailers which this year was added to with the opening of apparel retailer *Mojo King*.

#### **Overview 2017**

In the next year it is expected that the current vogue for more experiential shopping will continue to grow. In the County Borough's town centres there remains a strong emphasis on core retail and service provision which may lessen the impact of any consumer migration towards the leisure sector. Looking ahead, there are some wider issues, such as the rise in interest rates and the implications of Brexit, which are expected to have an impact on consumer's ability to maintain their present levels of spending in 2018. Any reduction in consumer confidence will impact directly on the

retail sector both independents and multiples. The concern is that these economic factors will begin influence the long-term commitment of some multiple retailers and banks as they reassess their need to retain a presence in smaller town centres. The other challenge which makes town centres vulnerable in 2018 is the continued growth in online shopping and its focus on low price points.

<b>Caerphilly Business Comparison</b>			
	2017	2016	LFL Comparison
Businesses Opened	<b>16</b>	<b>13</b>	<b>3 more businesses opened</b>
Businesses Closed	<b>10</b>	<b>4</b>	<b>6 more businesses closed</b>

<b>Caerphilly Footfall Comparison</b>			
	2017	2016	Difference
Highest Number	<b>33,292 (18/12/17)</b>	<b>36,111 (25/07/16)</b>	<b>-2,819</b>
Lowest Number	<b>17,149 (25/12/17)</b>	<b>23,152 (28/12/15)</b>	<b>-6,003</b>
Average Footfall	<b>26,422</b>	<b>28,352</b>	<b>-1,930</b>
Note:	<b>Footfall data was unavailable for 11 weeks during 2017 due to the changeover in provider and equipment.</b>		

## 2. CHOOSE THE HIGH STREET CHRISTMAS VOUCHER BOOKLET

The 2017 “Choose the High Street Christmas Voucher Booklet” saw a total of 105 offers being presented from retailers across the five managed town centres and beyond. An initial print run of 25,000 was distributed across the County Borough with the generous aid of the Council’s Community Safety Wardens. Following the positive reception of the booklet and a larger number of Caerphilly retailers wishing to distribute the booklets during the Pwll-y-Pant roundabout works, an additional 5,000 booklets were printed.

A feedback survey was sent to all participating businesses in January 2018. 96% of respondents feel that schemes such as this highlight the importance of shopping locally and 83% would consider taking part in this (or a similar discount scheme) in the future. One new business added “As a struggling new business, we found the booklet brought customers to us didn’t know we were here”.

During previous years, a variety of publicity methods have been utilised to promote the scheme. These have included bus advertising, billboard posters, adverts in local press and posters for participating retailers. In light of budgetary pressures across the Authority and the departments MTFP savings, publicity of the scheme was done primarily by social media, some online advertising and the Council’s Newline publication during 2017. As a result, 52% of businesses didn’t feel the scheme was well-publicised, with six businesses specifically commenting that they didn’t see any publicity this year and feel the scheme needs better promotion.

Should the scheme be run again in 2018, a balance between budgetary constraints and the need for publicity and promotion of the scheme will need to be carefully balanced in order to address the concerns of last year’s participants. In general, the

scheme is growing year-on-year and continues to be positively received by businesses and residents of the County Borough alike.

### **3. PWLL Y PANT ROUNDABOUT**

Works are currently progressing to the revised programme, the two week closure on Pontygwindy Road, weather permitting should have been lifted by the 5<sup>th</sup> March and the planned works completed.

The contractor is progressing well in his preparation for the reinstatement of two lane on the roundabout and key approaches, works are due for completion in this respect towards the latter part of March, again weather permitting.

Current completion date for the whole of the works has been pushed back slightly and is now anticipated to be the end of October/early November 2018.

### **4. CAERPHILLY MASTER PLAN**

A draft Caerphilly Basin Masterplan has been prepared, setting out the future development and regeneration opportunities for Caerphilly town centre within the context of the wider Caerphilly Basin. This will be the first of a series of masterplans for the county borough prepared to support the objectives of the wider regeneration strategy - 'A Foundation for Success.'

Subject to Cabinet approval, the draft Masterplan is scheduled for a public consultation between 26<sup>th</sup> March - 9<sup>th</sup> May, 2018. The Council is keen to gauge the views of the public and key stakeholders on the draft proposals.

### **5. NIGHT TIME ECONOMY**

In order to attract more visitors, create a better evening offer throughout the town and explore opportunities for further investment in the evening economy, the Council has commissioned consultants to produce an Evening and Night Time Economy Study for the town.

The consultants have a wealth of knowledge in this field and are currently undertaking a number of pieces of work in Cardiff City Centre. They have developed an extensive contact list of evening/night-time economy developers and investors who will give an honest appraisal of Caerphilly as it is now and identify opportunities for growth in this sector within the town centre.

### **6. CIVIL PARKING ENFORCEMENT**

A Civil Parking Enforcement (CPE) 'Stage 1' report was presented to Regeneration and Environment Scrutiny Committee on the 12<sup>th</sup> December. Members provided recommendations to be reported to Cabinet that they were in favour of adopting CPE and that the authority should retain in-house enforcement and collaborate with one or

more other local authorities (LA's) to provide the back office support. The report and recommendations are being presented to Cabinet on 28<sup>th</sup> February.

A meeting took place with Gwent Police prior to Christmas to discuss the current situation with regard to parking enforcement. Gwent Police confirmed that they would continue to provide the service until December 2018 and that they hoped LA's would be in a position to transfer powers at that point in time. They also stated that they would work with any LA's who could not meet this date.

If Cabinet grant approval to proceed with transfer of powers, officers will undertake the relevant procurement exercises needed to try and meet the January 2019 deadline. There are many aspects that need to be taken forward but the two main requirements will be a full review of the existing Traffic Regulation Orders along with putting together an application to Welsh Government to request a transfer of the relevant powers to the authority.

## **7. AREA FORUM BUDGET**

The Council's Community Regeneration Team, who administer the Area Forum budget report that there remains unallocated monies in the Caerphilly area form budget due to underspends on completed projects. Members are invited to put forward suggestions for appropriate use of these monies

## **8. AIR QUALITY**

Since the last meeting, there is no further update on the review of the Caerphilly Town Centre Air Quality Action Plan or the air quality assessment in relation to emissions from buses.

The air quality in schools project has recently commenced and the Pollution team have engaged with the chosen Caerphilly schools, namely, the Twyn, Hendre Infants and Hendre Juniors and they are all busy undertaking their own monitoring studies around the school yard. Over the next few months, it is intended to go in to the schools and deliver a talk on air quality (using some of the monitoring data the children are currently gathering) to raise awareness and discuss ways in which people can help prevent poor air quality.

The Pollution team continue to work with the Council's air quality consultants on some of the large proposed developments within the Caerphilly Basin, namely Virginia Park and Gwern-y-Domen to ensure that any impact on air quality is properly quantified so informed decisions can be made.

## **9. CADW OPERATIONAL WORKS**

In early January officers from the Council attended a high level meeting to discuss Caerphilly Castle

In attendance were

- Jason Thomas, Director for Culture, Sport and Tourism
- Rob Holt, Deputy Director, Tourism Development and Major Events, Visit Wales
- Gerwyn Evans, Head of Tourism Development, Visit Wales
- Neal O’Leary, Head of Conservation and Operational Services, Cadw
- CCBC Officers & Councillor S Morgan Cabinet member
- Cadw middle managers

The meeting was focused on establishing Caerphilly Castle as a tier one attraction within Wales. Examples including Warwick Castle were tabled as to models that Cadw could follow to improve the visitor experience and increase visitor numbers. Jason Thomas the Director of Culture, Sport and Tourism also believes there is a wider role for the town in achieving this goal and has tasked officers from the Council, Cadw and Visit Wales to investigate a number of projects:

- Coach pull in and Stop over facility
- Improvements to facades of properties surrounding the castle
- Ensuring the development of Park Lane adds value to the castle experience
- Looking to maximise the use of the whole of the castle grounds including the current Cadw depot just off Crescent Road
- Making the castle visitor experience more exciting - Cadw have engaged ARAD consultants to investigate options for developing the castle into a tier one attraction.

## **10. PARK LANE SITE**

For some time officers have been working towards attracting a tourism related development to the site at Park lane. Initially it was reported that the site was too small for the large hotel chains and that more bespoke independent boutique hoteliers did not consider Caerphilly a particularly good investment opportunity.

However, after an advertisement in the Estates Journal in the Autumn of 2017, the Council received two serious offers from developers for purchasing the Park Lane site. Both have presented outline proposals that would add value to the visitor experience.

A cabinet report is being drafted to determine how best to proceed with a view to a sale of the land to a policy compliant developer.

## **11. CAPITAL REGION UPDATE**

### **Regeneration Update - Cardiff Capital Region**

There are a number of separate regeneration initiatives that the Council is playing an active role in progressing. The highest profile of which is the Cardiff Capital Region City Deal which involves £1.2 billion worth of investment. The City Deal aims to deliver up to 25,000 new jobs and secure £4 billion of private sector investment. Whilst not every town or village may benefit directly, the region itself will benefit from more jobs, better transport, increased skill levels and more assistance towards businesses growth.

Central to the Cardiff Capital Region is the METRO scheme led by City Region Transport Authority. METRO will bring a more efficient rail service to the South Wales

valleys with trains running at fifteen minute intervals and linking with an improved bus service as ticketing and timetables are integrated.

The 'Our Valleys Our Future' project, led by a Welsh Government Ministerial Taskforce, aims to empower people in communities throughout the South Wales Valleys.

Finally, a Foundation for Success, currently in draft form, is the Council's new regeneration strategy (2018-2023) setting out how the County Borough can economically transform over the next five years.

### **Regeneration Update - Caerphilly Town centre**

A number of initiatives are also being developed in Caerphilly town centre to support and complement the work of Cardiff Capital Region. Integral to this is a new Caerphilly Basin Masterplan identifying opportunities for economic growth around an improved METRO hub, the development of the night time economy and the social and physical regeneration of Lansbury Park.

CADW are currently undertaking their own study as to how the monument can attract more visitors and are working with the Council to identify ways to develop the tourism offer. The aspiration for a hotel at Park Lane will look to build on this work and offer visitors a better and more inclusive experience when visiting Caerphilly town centre.

The ongoing works at the Pwll-y-Pant roundabout, although disruptive in the short term, in the long term will increase traffic capacity and are part of a wider investment into the County Borough's highway network.

Finally, the Council has a remit to introduce Civil Parking Enforcement into its town centres which will support economic growth by tackling the persistent issue of illegal and inconsiderate parking.

## **11. SUMMER EVENTS**

Stall applications have been sent out for the Caerphilly Food Festival and the Big Cheese and staff are currently processing application forms prior to allocating pitches for the two events. A dedicated facebook page is being set up for The Big Cheese and event officers are working their way through the many procurement orders required for the two events.

Author: Councillor S Morgan – Deputy Leader and Cabinet Member for Economy, Infrastructure and Sustainability  
Andrew Highway – Town Centre Development Manager  
Steve Wilcox – Assistant Town centre Manager  
Allan Dallimore – Team Leader Urban Renewal  
Maria Godfrey – Team Leader Environmental Health  
Paul Hudson – Marketing & Events Manager  
Kevin Kinsey – Acting Engineering Projects Group Manager

## CAERPHILLY TOWN CENTRE AUDIT – FEBRUARY 2018

DATE	ISSUE	DEPARTMENT	PROGRESS UPDATE
17/10/08	<p><b><u>Air Quality</u></b>  <b><u>Town Centre</u></b>                      An air quality issue has been identified in the town centre. A working group, which includes members of the TCMG, has been established. This will meet to promote a collaborative approach to finding long-term viable solutions.</p>	<p><b>Environmental Health</b>  <i>Lyndon Ross</i></p> <p><b>Transportation</b>  <i>Dean Smith</i></p> <p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p> <p><b>Town Centre Management</b>  <i>Andrew Highway</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 The item continues to be considered at the TCMG.                      21/11 Updates will continue to be given to the TCMG while the action plan is implemented.</p>
16/06/15	<p><b><u>Development Site</u></b>  <b><u>Park Lane</u></b>                      Following demolition of the buildings on Park Lane, Officers will now be working to look at the development options for the site and will work to secure a suitable tenant.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 The advert was placed in the Estates Gazette and 30 EOIs were received. Discussions are now ongoing with potential developers.                      21/11 Two developers are in discussion with CCBC after coming forward with policy-compliant proposals for the site.</p>

21/02/17	<p><b><u>Damaged Guardrail</u></b>  <b><u>O/S Specsavers, Cardiff Road</u></b>  A guardrail on the pavement on Cardiff Road has sustained vehicular damage, which requires repair or replacement.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 The repair is on the forward work programme.  21/11 The guardrail has been removed.  <b>Issue Closed 21/11</b></p>
14/03/17	<p><b><u>Beggars</u></b>  <b><u>Town Centre</u></b>  Complaints have been received in relation to the number of beggars that are currently frequenting the town centre.</p>	<p><b>Police</b>  <i>Ins Clifton</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 As the individuals are not asking for money, they are not begging. The Police will monitor the situation.  21/11 No further reports have been received.  <b>Issue Closed 21/11</b></p>
17/05/17	<p><b><u>Blocked Drain</u></b>  <b><u>O/S The Visit Caerphilly Centre, The Twyn</u></b>  Following the closure of this issue in February, the problem reoccurred after a week of heavy rain resulting in flooding of the footway. Complaints were received from Cllrs and member of the public..</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 Maintenance was carried out in September as part of the schedule.  21/11 Regular cleansing and maintenance is carried out, with reactive maintenance being done when required.</p>



19/05/17	<p><b><u>Street Café</u></b>  <b><u>Cardiff Road Above The Toilet Block</u></b>  A local charity has asked permission to use the public space at the location to host an impromptu street café for 1hr in the early hours on Sunday mornings to service the night-time economy.</p>	<p><b>Town Centre Management</b>  <i>Andrew Highway</i></p> <p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p> <p><b>Police</b>  <i>Ins Clifton</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 The initiative was a great success and is now being extended.  21/11 The scheme is going well and has been well received by local businesses. Another extension of the initiative is being considered.</p>
22/05/17	<p><b><u>Condition of Vacant Property</u></b>  <b><u>73 Cardiff Road</u></b>  Local members and retailers have complained that the buildings appearance is deteriorating and they are concerned over its condition.</p>	<p><b>Regulatory Planning</b>  <i>Tim Stephens</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>26/9 No response has been received from the owner. Further action is now being considered.  21/11 Building Control officers have visited site and do not consider it to be a dangerous structure. Enforcement action has now been passed to Legal for potential prosecution as the owner did not comply with Planning Enforcement requests.</p>
17/10/17	<p><b><u>Civil Parking Enforcement</u></b>  <b><u>Town Centre</u></b>  Following the decision by Gwent Police to transfer on-street parking enforcement duties to the local authorities across the Gwent area, Council officers are working alongside colleagues in neighbouring authorities and Gwent Police to explore the various options available. Any proposals will be subject to a wider consultation with Members prior to seeking Cabinet confirmation and Council approval.</p>	<p><b>Transportation</b>  <i>Dean Smith</i></p>	<p>11/10 An update was provided to the TCMG.  21/11 A briefing note will be going to Cabinet and Regeneration Scrutiny Committee in December.</p>

02/08/17	<p><b><u>Removal of Carved Tree</u></b>  <b><u>Dafydd Williams Park</u></b>  The carved commemorative tree within Dafydd Williams Park is badly diseased and must be removed. The artwork element of the tree will be relocated within the park.</p>	<p><b>Parks</b>  <i>Mike Headington</i></p>	<p>5/9 Work to remove the diseased tree has now been completed.  26/9 The carving will be relocated within the park.  21/11 A consultation was held, but response was poor. The carving will be relocated within the park in an area determined by Parks officers.  <b>Issue Closed 21/11</b></p>
03/08/17	<p><b><u>Homeless Person</u></b>  <b><u>O/S Caerphilly Castle</u></b>  The Custodian of Caerphilly Castle has reported a homeless person sleeping outside the castle gates.</p>	<p><b>Community Safety</b>  <i>Paul Wallen</i></p> <p><b>Town Centre Management</b>  <i>Andrew Highway</i></p>	<p>26/9 Three people are currently thought to be sleeping in the castle. Support services are working with the castle's Custodian.  21/11 Monitoring is ongoing and individuals will be offered support when encountered.</p>
13/09/17	<p><b><u>Damage to Roofs</u></b>  <b><u>Cardiff Road</u></b>  The owner of <i>Celtic Gold</i> on Cardiff Road has complained about damage to his roof, and those of the neighbouring properties, due to free runners gaining access to the tops of the properties.</p>	<p><b>Police</b>  <i>Ins.Clifton</i></p>	<p>21/11 Officers are working with affected businesses to look at measures to restrict access to the properties' roofs. Patrols continue in the area.</p>
26/09/17	<p><b><u>Cleaning of Steps</u></b>  <b><u>O/S Tourist Information Centre, The Twyn</u></b>  At the TCIG, it was requested that the steps leading from The Twyn car park to Lower Twyn Square be cleaned as the surface is becoming very slippery due to algae growth.</p>	<p><b>Cleansing</b>  <i>Tony White</i></p>	<p>21/11 A power wash was carried out and officers are investigating a new fungicide product.</p>

28/09/17	<p><b><u>Discarded Cash Machine Receipts</u></b>  <b><u>Station Terrace</u></b>  Cllr. Fussell raised concerns about the number of discarded receipts from the new cash machine installed in <i>The Bake Station</i> on Station Terrace.</p>	<p><b>Town Centre Management</b>  <i>Andrew Highway</i></p> <p><b>Cleansing</b>  <i>Tony White</i></p>	<p>21/11 A bin has now been installed near the cash machine and there have been no further complaints.  <b>Issue Closed 21/11</b></p>
19/10/17	<p><b><u>Pwll-y-Pant Roundabout Works</u></b>  <b><u>Town Centre</u></b>  The implementation of the 52-week programme of works to the roundabout has affected traffic flow in and around the town centre, which has impacted on footfall levels and retail sales.</p>	<p><b>Engineering Services</b>  <i>Marcus Lloyd</i></p>	<p>21/11 The scheme progresses and measures to reduce the length of one-lane working have been put in place. A dialogue has been opened with local businesses.</p>
15/01/18	<p><b><u>Dislodged Coping Stones</u></b>  <b><u>The Twyn</u></b>  Some of the coping stones in the wall alongside the steps leading to Lower Twyn Square have been loosened and require repair.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	
23/01/18	<p><b><u>Access to Vacant Property</u></b>  <b><u>Cardiff Road</u></b>  Reports have been received of young people gaining access to the vacant property at 73 Cardiff Road during the evenings.</p>	<p><b>Regulatory Planning</b>  <i>Tim Stephens</i></p> <p><b>Police</b>  <i>Ins.Clifton</i></p> <p><b>Environmental Health</b>  <i>Lyndon Ross</i></p>	
30/01/18	<p><b><u>Taxi Rank Parking Issues</u></b>  <b><u>Town Centre</u></b>  A number of reports have been received in relation to private vehicles parking in the town centre taxi rank bays.</p>	<p><b>Police</b>  <i>Ins.Clifton</i></p>	

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