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(Tel: 01443 866213 Email: [highwa@caerphilly.gov.uk](mailto:highwa@caerphilly.gov.uk))

**Date: 2nd April 2019**

Dear Sir/Madam,

A meeting of the **Caerphilly Town Centre Management Group** will be held in the **Sirhowy Room - Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 9th April, 2019** at **2.00 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days, and a simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meetings and you may be escorted from the premises.

Yours faithfully,

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

**Christina Harrhy**  
INTERIM CHIEF EXECUTIVE

## A G E N D A

- 1 To receive apologies for absence.
- 2 Declarations of Interest.

Pages

Councillors and Officers are reminded of their personal responsibility to declare any personal

**A greener place Man gwyrddach**



and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To receive and note the following minutes: -

3 Minutes of previous meeting 27 November 2018. 1 - 6

To receive and note the following updates: -

4 Updates on matters relating to Caerphilly Town. 7 - 16

5 Audit. 17 - 24

**Circulation:**

Councillors 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 and D.T. Davies

Town Councillors

Other Organisations

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## TOWN CENTRE MANAGEMENT GROUP

### MINUTES OF THE CAERPHILLY TOWN CENTRE MANAGEMENT GROUP MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY 27TH NOVEMBER 2018 AT 3:00PM

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PRESENT:

Councillors:

P. Bevan, S. Cook, C. Elsbury, J. Fussell, S. Morgan

Together with:

Town Councillors: L Williams, J. Hibbert, Mrs M Jones (Castle Court Centre Manager), Mr Tidridge (Heol Trecastell Residents Association)

Also:

A. Highway (Town Centre Development Manager), A. Dallimore (Team Leader – Urban Renewal), C Campbell (Transportation Engineering Manager), D Smith (Principal Engineer), S Wolf-Williams (Health Challenge Wales Co-ordinator), T Evans (Policy Officer), M Godfrey (Team Leader – Environmental Health), P Hudson (Marketing & Events Manager), A. Jones (Clerk)

#### 1. TO APPOINT A CHAIR AND VICE-CHAIR FOR THE ENSUING YEAR

Mr Highway opened the meeting and asked for nominations for Chair. Councillor Bevan nominated Councillor Elsbury. Councillors voted and the vote was 4 in favour 0 against. Councillor Elsbury accepted the position of Chair.

Councillor Elsbury asked for nominations for Vice-Chair. Councillor Cook & Councillor Fussell were nominated, Councillors voted and the vote was 2 in favour of Councillor Fussell and 1 in favour of Councillor Cook. Councillor Fussell accepted the position.

#### 3. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D T Davies, C Forehead, B Jones, Mr K Robottom (Caerphilly Residents Association, Mr T Jones (Tommy Cooper Society, R Kyte (Head of Regeneration & Planning), P Hudson (Marketing & Events Manager), M Godfrey (Team Leader – Environmental Health)

#### 4. DECLARATIONS OF INTEREST

There were no declarations of interest made

## **5. MINUTES OF PREVIOUS MEETING 6TH MARCH 2018**

The minutes were taken as read.

## **6. UPDATE ON MATTERS RELATING TO TOWN**

Mr Highway introduced the report which provided an update on matters relating to Caerphilly town centre.

The first item to be presented was Civil Parking. A paper copy of a PowerPoint Presentation by the officer was provided to members as part of the minutes pack.

Mr Campbell & Mr Smith introduced themselves to the group and presented a detailed report on Civil Parking.

The group were advised that the Council will be taking over parking enforcement from Gwent Police on the 8<sup>th</sup> April 2019.

Councillors expressed concern about there being no enforcement for the months up until the Council takes up the role.

Mr Smith advised that these concerns have been raised with the Chief Constable & Police Commissioner and they will have further discussions to renegotiate possibly extending the deadline.

Councillor Bevan asked how often would the officers be in town enforcing.

Mr Campbell confirmed that enforcement will be primarily focused on the town centres, schools and then other areas. The group were informed that there will be 10 Civil Parking Enforcement Officers who will cover the whole of the Borough on a rota which has not been developed yet. Therefore, there is no guarantee that an officer will be in a particular area on a daily basis as the whole Borough needs to be covered.

Councillor Morgan reiterated what Mr Campbell had advised and assured the group that the officers will enforce parking in the town centres and across the County Borough.

Mr Tidridge raised concerns over parking in Heol Trecastell and asked if this area would also be enforced.

Mr Smith advised that it would depend on the ownership of an area as to whether or not it is enforceable. Mr Campbell advised that it would be up to the relevant service area to enforce if land is not on the highway.

The group discussed dangerous parking within the town centre and clarified what the Council will be able to enforce and what the Police will still need to enforce.

The Chair thanked Mr Campbell & Mr Smith for their report.

Mr Highway requested that item seven be discussed next which the group agreed. Councillor Morgan confirmed that Cadw study has not been formalised yet and there are a number of items that still need to be considered in detail by Cadw including upgraded signage, coach parking, greater integration between the castle and town centre, better connections with the local community, upgraded the catering offer, summer concerts, offering a premium wedding product and working on the potential to make greater use of the moat. .

Mr Hudson advised that further discussions are to take place with the Minister in Welsh Government. Infrastructure needs to be looked at with Cadw in respect of staging events such as the ice rink.

Mr Hudson confirmed that he welcomes the opportunity to renew the focus on the town and is looking at the event programme in conjunction with Cadw.

Mr Dallimore confirmed there are two meetings planned in December with Cadw to discuss the ARAD study.

Councillor Elsbury asked when the report would be available. Mr Dallimore confirmed that after the meeting further information would be brought back to the group.

The group discussed options of additional entrances and exits to and from the castle.

The group discussed the success of the Christmas lights switch on event on Friday and thanks were passed to Ms Jones the Castle Court Centre Manager, the craft fair organiser, retailers and Council officers.

The third item to be presented was Local Toilet Strategy. A paper copy of a PowerPoint Presentation by the officer was provided to members as part of the minutes pack.

Ms S Wolf-Williams introduced herself to the group and presented her report. The group were advised that the Council has a statutory duty under the Public Health (Wales) Act 2017 to prepare and publish a local toilet strategy.

The group discussed the report in detail and expressed their concerns over the proposed closure of the toilets in town centres under the medium term financial plan. The group were advised by Ms S Wolf-Williams that all Council owned buildings would be making their toilets accessible to the public and were told that a draft strategy report would be going out for consultation shortly (ending 8<sup>th</sup> of March 2019).

The group discussed how the Tourist Information Centre has taken on the toilets at The Twyn.

Ms Wolf-Williams urged members of the group to view the draft strategy report and to provide comments and feedback.

The Chair thanked Ms Wolf-Williams.

The fourth item to be presented was Electric Vehicle Charging. A paper copy of a PowerPoint Presentation by the officer was provided to members as part of the minutes pack.

Ms Evans introduced herself to the group and presented her report.

The group discussed the introduction of Electric Vehicle Charging points within the car parks in Caerphilly.

Ms Jones suggested that this would be an idea worth exploring in Morrison's car park

Mr Dallimore pointed out to that the PowerPoint contained a reference to funding and advised that the Council can submit a bid for regional funding from Welsh Government.

The Chair thanked Ms Evans for her update.

The fifth item to be presented was Air Quality. Mr Highway passed on apologies from Ms Godfrey and read out the update in the report and requested if there were any queries to contact Ms Godfrey direct.

The sixth item to be presented was Area Forum Budget. Mr Highway advised that the group had previously agreed that £3,500 could be used for the Working Men's Club and has not been used. The group were asked to agree that the monies be reallocated to fund the appointment of a Conservation Architect as part of a wider heritage Lottery Fund bid.

The motion was put to the group and the members voted there 6 in favour and 1 against.

It was agreed to reallocate the monies.

Mr Highway asked members to consider allocating the sum of £4,222 which remains in the Area Forum Budget as a contribution towards a new piece of artwork to commemorate Evan Williams, which will be commissioned by Caerphilly Town Council.

The Chair confirmed that the Town Council is working with officers and the proposed artwork is to be a representation of the National Anthem.

The motion was put to the group and the members voted there were 7 in favour and 0 against.

. The Chair requested that thanks be passed to Mr Llewellyn from the Urban Renewal team for his valuable work guiding the Town Council through the process of commissioning the artwork installation.

Councillor Fussell confirmed that the Town Council will be meeting in January and will be looking to consolidate the monies for the artwork.

The Seventh item to be presented was Strategic project. Mr Dallimore informed the group the 'Caerphilly Masterplan' identified the town as a hub for Welsh Government funding over the next three years.

Funding has already been approved in principal for new offices/businesses at Caerphilly Business Park. A sum of £3 million, which includes £1.8 million from Welsh Government, has been secured.

Caerphilly bus station/train station is being targeted for redevelopment and consultants have worked up some viability proposals which have been met with broad support within Welsh Government.

A developer is currently exploring options in respect of a Park Lane hotel project and is in early discussions with Visit Wales. The developer is currently looking into to take control of the site for an initial period of 12 mths to undertake the initial investigations and due diligence to inform their design principals.

Link Housing Association have targeted Pentrebanne Street for a regeneration project consisting of flats with some commercial premises on ground floor. The freeholders are at present in dialogue with Welsh Government.

The Targeted Regeneration Investment Programme (TRI) aims to bring properties back into a beneficial use. The Council is working regionally to deliver this programme which is led by Rhondda Cynon Taff.

The group were advised the Council is working closely with Cadw to ensure synergy with their plans.

The eighth item to be presented was High Street Heroes.

Mr Highway advised the group that Mr Wilcox has moved on to a new post with Business Support and would like to record thanks for his work in Town Centre Management.

Mr Highway advised that the Voucher Booklet will not be offered this year due to resource constraints and introduced his presentation on 'High Street Heroes' He explained how this will help to support retailers on the High Street.

Mr Highway advised the group that retailers are nominated by the public and was pleased to confirm that Holland & Barret and The Works have already been nominated which has been extremely well received by the national retailers.

Councillors congratulated both stores on receiving the nomination.

In respect of Business Rates, Mr Highway confirmed that he has met with the retailers in Blackwood town centre together with Councillor Morgan and the local AM's representative. Following this meeting Councillor Morgan has written to the Cabinet Secretary at Welsh Government expressing his concern over business rates on behalf of retailers

The group were also advised that the Leader of the Council has supported a reduction in business rates for small businesses and sent a letter to Welsh Government.

The Chair thanked Mr Highway.

## **7. CAERPHILLY TOWN CENTRE AUDIT**

Mr Highway presented the report and the following items were raised.

Cleansing of steps. Councillor Elsbury advised that the area is flooded and not clearing. Mr Dallimore confirmed he will arrange for Gavin Barry to visit the area.

Street lighting column failure Cardiff Road. Mr Highway confirmed two new lighting columns were on order

Condition of vacant land opposite Vets for Pets. Mr Highway is liaising with colleagues in Planning Enforcement regarding the condition of the land.

There were no further issues raised.

The meeting closed at 16:32

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CHAIR

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## CAERPHILLY TOWN CENTRE MANAGEMENT GROUP – 9TH APRIL 2019

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

**REPORT BY: TOWN CENTRE DEVELOPMENT MANAGER**

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### **1. PUBLIC CONVENIENCES**

In October 2018, Welsh Government announced its provisional budget settlement; under the settlement Caerphilly County Borough Councils faced a funding reduction of 0.3%, this coupled with inescapable pressures that the Council has to fund, meant that the Council needed to find savings of over £15.6 million for the next year alone.

As part of the draft budget proposals for 2019/20, the closure of all 5 Public Conveniences was presented as a saving proposal (£74,000).

The draft budget which included this saving underwent a comprehensive consultation process held over a period of six weeks from the 19<sup>th</sup> November 2018 to the 11<sup>th</sup> January 2019, with the views expressed to be fed back to and considered by elected members at a Special meeting of full Council in February 2019.

The consultation included officer representation at the Community Council Liaison Committee (21<sup>st</sup> November 2018), Newline, Council's website, Special Scrutiny Committee meetings, Town Centre Engagement and Public Drop in Centres. Drop in sessions were held in 9 venues across the county borough between the 26<sup>th</sup> November and 13<sup>th</sup> December 2018 (Rhymney Library, Bargoed Library, Caerphilly Library, New Tredegar White Rose Centre, Risca Palace, Newbridge Tabernacle, Nelson Library and Blackwood Library).

Town and Community Councils also received this information via their Community Council Liaison Officer – Caerphilly Conversation engagement email (22<sup>nd</sup> November 2018) and a copy of the final budget proposals circulated to all clerks on the 18<sup>th</sup> February 2019.

At the meeting of Special Council on the 21<sup>st</sup> February 2019, elected members approved the final budget proposals including the closure of the 5 public conveniences (recommendation 10.1.2 – Appendix 2 – page 16). Following the decision of Council, notices were placed in each of the public conveniences and the closure will come into effect on the 1<sup>st</sup> April 2019.

### **2. CIVIL PARKING ENFORCEMENT**

- Traffic Regulation Order remedial works have been substantially completed.
- The Traffic Regulation Order consolidation order has been advertised and will be concluded by the 8<sup>th</sup> April.
- A Service Level Agreement has been signed with Rhondda Cynnon Taf County Borough Council to provide back office support for the civil parking enforcement process within Caerphilly County Borough Council.

- All Civil Enforcement Officers have been recruited and trained. During March the officers have been undertaking an extensive exercise across the county borough to issue warning notices to drivers advising them of parking restrictions.
- Traffic Regulation Order remedial works have been completed.
- The Traffic Regulation Order consolidation order has been made.
- A Service Level Agreement has been signed with Rhonnda Cynnon Taf County Borough Council to provide back office support for the civil parking enforcement process within Caerphilly County Borough Council.
- All Civil Enforcement Officers have been recruited and trained. During March the officers have been undertaking an extensive exercise across the county borough to issue warning notices to drivers advising them of parking restrictions, alongside other media releases.

### **3. AIR QUALITY – VERBAL UPDATE**

### **4. PLASTIC FREE TOWNS**

There is a growing global movement to reduce the amount of plastics which are used, with a particular focus on preventing millions of plastic bottles from entering our rivers and seas. In response, many UK towns are taking positive steps to cut the amount of plastics which businesses use and actively supporting the water bottle Refill Scheme. Town Centre Management is engaging with local retailers to encourage them to participate in the Refill Scheme. Participating businesses agree to refill a reusable water bottle for free and are given a blue Refill sticker to put in their window and included on the Refill App so people can find them. To support this and other elements of Plastics Free Towns a special version of the successful 'Choose the High Street' logo has been designed.

### **5. SIGNAGE STRATEGY**

The Council are working in partnership with CADW to support the delivery of CADW's masterplan for Caerphilly Castle over the medium term and a key focus of the plan centres on improving the wayfinding for visitors on arrival in the town centre. Similarly, there is a need to develop an integrated interpretation plan for the Castle that starts when a visitor enters the town.

Officers of the Council have been looking at options for improving the wifi offer within the town centre and on assessing potential options for installation of digital information & advertising totems within the town centre that will also support the Council's vision for the wider town centre and will form part of the integrated place making strategy.

### **6. ARTWORK WELSH NATIONAL MEMORIAL UPDATE**

Caerphilly Town Council (as Client) are working with the Council's Urban Renewal Team to take forward a new Artwork commission commemorating the Welsh National Anthem. The commission will be funded by the Town Council and Council.

Within Caerphilly the remains of an old sycamore tree within the grounds of Dafydd Williams Park was used (December 2009) to incorporate some words from the National Anthem and an image of a dragon. Unfortunately this sculpture had to be removed during 2017 leaving a small commemorative plaque on the Workman's Hall as the only memorial to Evan & James James achievements within the Town.

Both Caerphilly Town Council and the Caerphilly Town Centre Management Group (CTCMG) were therefore keen for some form of new unique memorial of the National Anthem to be located within a more Town Centre location.

Consequently a working group of the Town Council has been set up and with assistance/guidance from Urban Renewal the project has been taken forward. A brief was developed and issued to 5 local Artists, 4 of whom returned their submissions and initial design concepts for a sculpture. Following an evaluation of the of the submissions, which took place on the 4<sup>th</sup> March 2019, a preferred Artist was chosen. The chosen Artist is **Mr Rubin Eynon** and the decision to formally appoint him to take forward this commission was subsequently ratified by the Town Council on the 18<sup>th</sup> March 2019.

I attach an image of Rubin's initial design concept for information, which will be further developed and refined with the Client group and community over the coming months.

Timeframe for the commission is next financial year (19.20) with completion by February 2020.

## RUBIN EYNON

### Urban Arts

Dan-Y-Dderwen, Aberpergwm Farm Cottages, Glynneath, SA115RH 01639 720158  
rubin.urbanarts@mac.com www.rubineynon.co.uk

### Project Outline

#### The sculpture.

The proposed design would require the sculpture to be modelled initially from various materials such as timber, plaster, modelling resins, clay etc, possibly also combining 3D printing technologies for the soundbox, to produce the casting 'pattern'.

The pattern would be sent to M.B. Finearts foundry in Pembrokeshire ( Who also cast the nearby Tommy Cooper sculpture and the model of Caerphilly castle ) where they would translate the pattern into wax ready for casting into a hollow bronze form.

Once cast in bronze the completed sculpture would be patinated to prematurely age the surface in the traditional way.

#### The plinth

The proposed sculpture would be installed onto a solid block of pennant stone sourced from the Dualis Valley, cut and supplied by Celtic Stone in Neath. The stone would be set into the existing paving with an adequately sized concrete foundation underneath it.

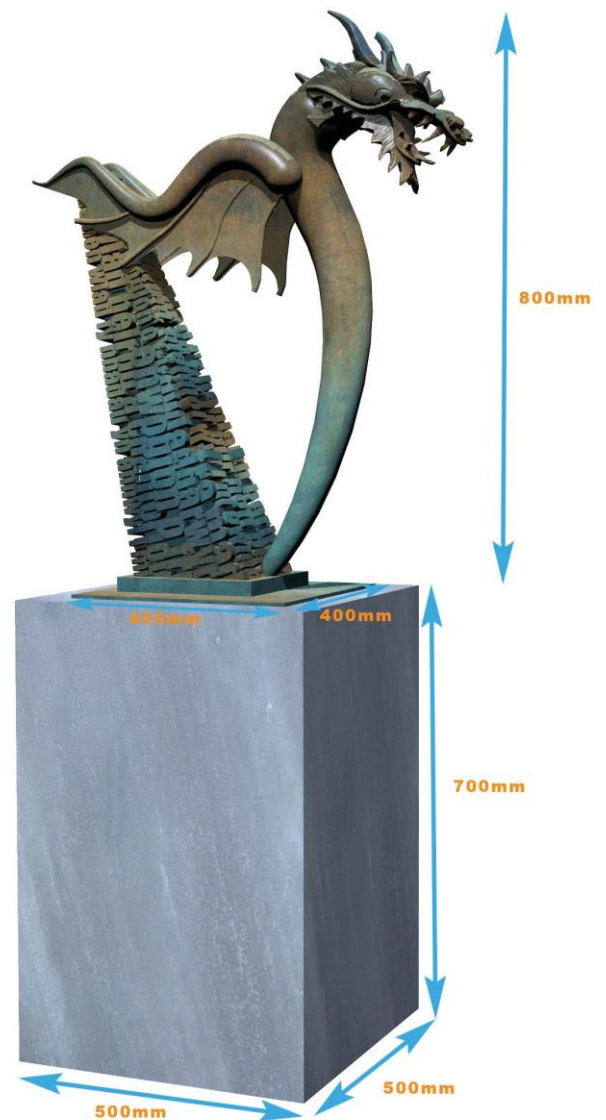
The sculpture would be installed via stainless steel pins fixed into its underside and resin anchored into the stone block.

#### Timescale

I would estimate a timescale of between 3 to 4 months to complete this piece of sculpture depending on the availability of the foundry carry out the casting work.

#### Summary

Although I have drawn up an initial concept for this commission I would be more than happy to develop this idea or to draw up other conceptual ideas if required and am always very keen to work with clients and stakeholders during the design phase of any project to ensure the final design fulfils the brief before production begins.



Proposed sculpture dimensions

## 7. CADW STUDY REGENERATION UPDATE

### Caerphilly Transport Hub

CCBC have identified that a sub-regional transport interchange in Caerphilly is a vital component in the long term vitality and competitiveness of the whole town.

It is a vital link to the wider region. The rationale behind Metro is to change the status quo by improving not only connectivity, but perception, property values and economic activity.

CCBC commissioned consultants to produce an urban design framework outlining a set of design principles to how the existing combined bus /train station public transport interchange can be redeveloped to create a landmark transport hub and stimulate the local economy by providing commercial and retail space as part of any redevelopment.

A small client group consisting of Welsh Government Transport, WG Regen, WG Valleys Task Force and Transport for Wales have appointed Mott Macdonald and the Urbanists to undertake more detailed work on this project.

Mott Macdonald are concentrating their efforts on undertaking a WEITAG assessment on the transport proposal whilst the Urbanists brief is a little wider – they will produce a place-making plan, focused on integrating new regeneration schemes into the existing urban fabric. Two separate stakeholder events have been held to date .

### Caerphilly Castle

Last year CADW launched new tourist attractions at the castle – Dragon’s Lair and Gilbert’s Maze.

Cadw’s intentions are to invest heavily into Caerphilly Castle to transform it into a Tier One Tourist attraction. One of their primary goals is to increase visitor numbers to over 200,000 over the next 5 years.

Cadw have commissioned ARAD consultants to produce a 5 year masterplan for CADW – which has now been signed off by senior Welsh Government officials and the Cabinet Secretary for Culture.

The masterplan sets out a number of key target areas for investment including:

- more children orientated activity
- Improve arrival points and improve legibility
- Possible Water based activities
- Better food offer – using the Great Hall to better effect
- Making more use of the Grove area – maybe educational/ conservation centre.

The Council are now meeting regularly with CADW to investigate ways in which it can help to add value to the visitor experience. Already some improvement works have been carried out to Crescent Road car park, the main arrival point for car borne visitors.

### Park Lane

Council owned Park Lane site is being promoted for a quality hotel offer to bolster the visitor economy. Council have spend upwards of £800,000 making the site clean and attractive for development.

Through an open and transparent procurement process a preferred developer has been identified. They will shortly be taking a 12 month exclusivity option on the Park Lane land which will allow them to undertake the necessary survey work, due diligence to inform their designs.

Visit Wales have been in in dialogue with the developer over gap funding to ensure that a quality hotel brand is brought to the site.

CCBC have been successful in securing Welsh Government Targeted Regeneration Investment Funding (mixture of loan and grant) to purchase No 25 Cardiff Rd (formerly Specsavers/Profile) to increase the red line boundary and make the site larger and more attractive.

### **Pentrebane Street – Mixed use Regen Project with Linc Housing Association**

The Council have identified Pentrebane Street in Caerphilly as requiring radical intervention.

This privately owned 3 storey block of buildings sits in the heart of the town centre but its current use is limited to low quality ground floor retail activity plus indoor market activity.

Working in conjunction with Linc Housing Association the building stock on the south side of the street has been targeted by CCBC and Linc Housing Association for demolition and redevelopment.

The creation of circa 60 flats (blended tenure) will contribute to the Welsh Government target to build 20,000 affordable homes

The creation of flexible commercial space to support new businesses, plus event space to support tourism and the night time economy will be provided at ground floor level.

Linc HA will target carbon and energy efficiency in the build design. Linc are currently negotiating with the 3 different freeholders over sales agreement.

### **Welsh Government Targeted Regeneration Fund Thematic Fund**

Caerphilly town centre has been Identified by CCBC as the focus for TRI thematic town centre grant– those properties are empty or underutilised and that frame the castle or are prominent in town centre will be prioritised.

RCT will act as lead authority to this regional thematic. The overall budget is £10m million between the 10 LAs within the Cardiff Capital City Region. RCT have yet to finalise the T&C's of the grants but ongoing meetings between LA's and Welsh Government have been productive and the grant scheme should be active very soon.

The Council are gearing up to spend circa £900k of grant over the next 2 financial years on targeted properties in the town centre. Meetings have been held with local property agents and owners to establish properties/property owners whop could benefit from grant aid.

## **8. WORKING MENS HALL**

### **CAERPHILLY WORKINGMENS HALL & INSTITUTE (CWMHI)**

- Regeneration Project Officer (Glenn Cooper) from the Urban Renewal Team has continued to meet regularly with representatives from the Workingmen's Hall and assist with grant funding / project development matters in relation to the restoration plans for the building.
- With support from CCBC, a funding package is being assembled which will enable the CWHI to engage the services of an experienced Conservation Architect to help develop a Stage One application to the Heritage Lottery Fund.

- Glenn Cooper (CCBC) and Paul Pole (from CWHI) met recently with the Conservation Architect to agree a forward Action Plan for the next financial year. It is hoped that substantive work on grant funding applications for a Phase 1 of work will commence during 2019/2020. This is subject to the necessary feasibility studies and preliminary survey works which the Architect will undertake as part of their commission.
- CWMHI have recently applied to the Architectural Heritage Fund for grant funding of £5,000 towards Development Costs and a decision is expected shortly.
- An Expression of Interest to CADW's Capital Fund for Heritage Projects will be submitted later in 2019.

#### WELSH GOVERNMENT TARGETED REGENERATION INVESTMENT – THE URBAN CENTRE FUND

- The Council is participating in a major new regional Welsh Government grant programme, the "Urban Centre Fund". The Fund is being delivered as part of the Council's strategic regeneration priorities under the Welsh Government Targeted Regeneration Investment and is administered by Rhondda Cynon Taff CBC on behalf of the SE Wales Local Authorities.
- The Urban Centre Fund will assist applicants to physically improve their property by offering the opportunity to apply for a grant for new shop/commercial property frontage and associated external and internal works. The intention of the fund is to enhance building frontages and bring vacant commercial floor-space back into beneficial economic use.
- The Fund can also assist projects that aim to improve residential premises (e.g. flats above retail premises) as part of a mixed use development
- The grant will be a maximum of 70% of reasonable eligible costs, up to a maximum grant award of £250,000 exclusive of VAT.
- The Fund is open to Freeholder, Sole Traders, Partnerships, Limited Companies, Community Businesses, Co-operatives and Registered Social Landlords.
- The first tranche of funding in 2019/20 will focus on Caerphilly Town Centre.
- The Council is aiming to launch the scheme by early summer and has identified several projects through a targeted approach of properties within the main retail core of Caerphilly Town Centre & in the vicinity of Caerphilly Castle.

#### UR TEAM

2.4.19

### **9. CAERPHILLY RETAIL OVERVIEW 2018**

Castle Court Shopping Centre experienced a year of change in 2018 with the appointment of a new Centre Manager and a number of key tenant changes. Two longstanding vacant units were filled by *The Works* and independent travel agent *Tailor Made Travel*. Although two of the largest units became vacant during the year following the closure of *Burger King* and *Brighthouse*, one of the units was subsequently let to *Heron Foods*. The new manager introduced a monthly craft market which proved very popular and she partnered with the Town Council to create a Christmas lights switch on event with an inaugural 'Twilight Market' in the centre.

Elsewhere in the town, Cardiff Road endured a tough year with lower footfall levels than previous years and businesses closing for a variety of reasons, which left a number of vacancies on the street. Some of these vacant units were filled during the year and new businesses *Bomper Studio.com*, *Aura* and *Luxuria Hair* all undertook significant works to improve their properties. The opening of another quality restaurant called *13 Market Street* overlooking the castle, perhaps signifies the emergence of a food quarter in the vicinity of The Twyn.

Pentrebane Street and Clive Street also saw a number of changes in their tenant mix over the 12 months. New businesses *Summerland Academy* and *Castle Bait & Tackle* opened in Clive Street. In Pentrebane Street *Mantra Tattoo Studio*, *The Hot Doughnut House* and *Déjà Vu* opened. After a long period of inactivity work finally began to bring a key building on the corner of Pentrebane Street and Cardiff back into beneficial use.

<b>Caerphilly Business Comparison</b>			
	2018	2017	LFL Comparison
Businesses Opened	<b>16</b>	<b>16</b>	<b>0 more businesses opened</b>
Businesses Closed	<b>8</b>	<b>10</b>	<b>2 fewer businesses closed</b>

## UK Retail Overview 2018

The fabric of the UK's high streets fundamentally changed in 2018. Well established household names such as *Toys r Us*, *Maplin*, *Poundworld*, *The Original Factor Shop* and even *House of Fraser* have either disappeared or fallen into administration. This has left gaps in many prime town and city centre locations and seen nervous retailers dramatically reducing the number of stores within their property portfolio. Smaller town centres have been particularly hard hit with the likes of *Dorothy Perkins*, *New Look* and *Carpentryright* all closing stores in prominent town centre locations. There is no single reason for the current downturn on the high street, rather it is a case of a number of different factors combining together. These include a squeeze on household budgets, the continued shift to experiential and online shopping, rising household overheads and an over capacity in many retail sectors. During 2018 more high street banks were lost and this is expected to continue in 2019 with banks realigning their service into a district centre model which locally means directing customers to Blackwood and Caerphilly.

## Footfall Data

2018

Q1	Commencing	Week Total	Year Total
Week 01	Mon 1-Jan-2018	19,864	19,864
Week 02	Mon 8-Jan-2018	22,543	42,407
Week 03	Mon 15-Jan-2018	20,676	63,083
Week 04	Mon 22-Jan-2018	20,893	83,976
Week 05	Mon 29-Jan-2018	22,762	106,738
Week 06	Mon 5-Feb-2018	21,317	128,055
Week 07	Mon 12-Feb-2018	23,219	151,274
Week 08	Mon 19-Feb-2018	24,674	175,948
Week 09	Mon 26-Feb-2018	18,192	194,140
Week 10	Mon 5-Mar-2018	26,378	220,518
Week 11	Mon 12-Mar-2018	23,986	244,504

Q2	Commencing	Week Total	Year Total
Week 14	Mon 2-Apr-2018	24,306	316,683
Week 15	Mon 9-Apr-2018	26,315	342,998
Week 16	Mon 16-Apr-2018	26,204	369,202
Week 17	Mon 23-Apr-2018	24,473	393,675
Week 18	Mon 30-Apr-2018	28,219	421,894
Week 19	Mon 7-May-2018	28,657	450,551
Week 20	Mon 14-May-2018	27,782	478,333
Week 21	Mon 21-May-2018	24,693	503,026
Week 22	Mon 28-May-2018	26,364	529,390
Week 23	Mon 4-Jun-2018	26,889	556,279
Week 24	Mon 11-Jun-2018	27,786	584,065



<b>Week 12</b>	<b>Mon 19-Mar-2018</b>	24,116	268,620
<b>Week 13</b>	<b>Mon 26-Mar-2018</b>	23,757	292,377
Quarter		292,377	

<b>Week 25</b>	<b>Mon 18-Jun-2018</b>	26,384	610,449
<b>Week 26</b>	<b>Mon 25-Jun-2018</b>	29,279	639,728
Quarter		347,351	

<b>Q3</b>	<b>Commencing</b>	<b>Week Total</b>	<b>Year Total</b>
<b>Week 27</b>	<b>Mon 2-Jul-2018</b>	30,571	670,299
<b>Week 28</b>	<b>Mon 9-Jul-2018</b>	29,029	699,328
<b>Week 29</b>	<b>Mon 16-Jul-2018</b>	26,931	726,259
<b>Week 30</b>	<b>Mon 23-Jul-2018</b>	29,016	755,275
<b>Week 31</b>	<b>Mon 30-Jul-2018</b>	27,472	782,747
<b>Week 32</b>	<b>Mon 6-Aug-2018</b>	24,897	807,644
<b>Week 33</b>	<b>Mon 13-Aug-2018</b>	25,471	833,115
<b>Week 34</b>	<b>Mon 20-Aug-2018</b>	25,787	858,902
<b>Week 35</b>	<b>Mon 27-Aug-2018</b>	26,520	885,422
<b>Week 36</b>	<b>Mon 3-Sep-2018</b>	26,117	911,539
<b>Week 37</b>	<b>Mon 10-Sep-2018</b>	23,928	935,467
<b>Week 38</b>	<b>Mon 17-Sep-2018</b>	21,458	956,925
<b>Week 39</b>	<b>Mon 24-Sep-2018</b>	26,032	982,957
Quarter		343,229	

<b>Q4</b>	<b>Commencing</b>	<b>Week Total</b>	<b>Year Total</b>
<b>Week 40</b>	<b>Mon 1-Oct-2018</b>	23,844	1,006,801
<b>Week 41</b>	<b>Mon 8-Oct-2018</b>	21,187	1,027,988
<b>Week 42</b>	<b>Mon 15-Oct-2018</b>	24,325	1,052,313
<b>Week 43</b>	<b>Mon 21-Oct-2019</b>	24,220	1,076,533
<b>Week 44</b>	<b>Mon 28-Oct-2019</b>	26,235	1,102,768
<b>Week 45</b>	<b>Mon 4-Nov-2019</b>	22,546	1,125,314
<b>Week 46</b>	<b>Mon 11-Nov-2019</b>	23,509	1,148,823
<b>Week 47</b>	<b>Mon 18-Nov-2019</b>	23,866	1,172,689
<b>Week 48</b>	<b>Mon 25-Nov-2019</b>	20,637	1,193,326
<b>Week 49</b>	<b>Mon 2-Dec-2019</b>	29,583	1,222,909
<b>Week 50</b>	<b>Mon 9-Dec-2019</b>	23,533	1,246,442
<b>Week 51</b>	<b>Mon 16-Dec-2019</b>	28,276	1,274,718
<b>Week 52</b>	<b>Mon 23-Dec-2019</b>	19,357	1,294,075
Quarter		311,118	

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## CAERPHILLY TOWN CENTRE AUDIT – FEBRUARY 2019

DATE	ISSUE	DEPARTMENT	PROGRESS UPDATE
17/10/08	<p><b><u>Air Quality 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>6/6 An electric bus trial is currently underway to assist in air quality of the town centre. A bid has been submitted to WG to extend the scheme.                      11/9 Stagecoach submitted a bid for the electric bus.                      6/11 The bid will be considered by the end of November.                      27/11 Update at TCMG.</p>
16/06/15	<p><b><u>Development Site 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>6/3 An update was provided to the TCMG.                      6/6 Cabinet approval was obtained to work with the preferred developer for the site. The developer is working with a large hotel company.                      11/9 The developer has agreed in principle a 12 month option to work up a feasibility study.                      6/11 The developer has changed, therefore an additional legal agreement is required.                      27/11 Update at TCMG.</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>11/9 Box scaffold has been erected and the developer expects to start work imminently. There is potentially grant funding which could be accessed.  6/11 Floor strengthening works are being completed to make the building weatherproof &amp; ready for winter.  27/11 Update at TCMG.</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><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/9 The Council will take over Civil Parking Enforcement from the Police on the 8<sup>th</sup> April 2019.  6/11 The Council will continue to work towards an April start date, however Gwent Police may finish enforcement duties earlier on the 31<sup>st</sup> December 2018 and are keen for all Gwent Authorities to start CPE on the same day.  27/11 Update at TCMG.</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><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/9 Contractor expects to complete works by December 2018.  6/11 Works due for completion at the end of November</p>

06/02/18	<p><b><u>Misuse of Nitrous Oxide</u></b>  <b><u>Town Centre</u></b>          There have been several reports of large number of discarded Nitrous Oxide canisters and balloons in the town centre. Young people are using the gas as a form of legal high.</p>	<p><b>Environmental Health</b>  <i>Lyndon Ross</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>11/9 The Police have received further reports of retailers selling canisters, enquiries ongoing.          6/11 The Police will consult their CADRO officer. Pubwatch members report incidents of canisters being found discarded have decreased.</p>
06/06/18	<p><b><u>Street Lighting Column Failure</u></b>  <b><u>Cardiff Road</u></b>          A street lighting column O/S Iceland had structurally failed. All columns of the same specification are currently undergoing structural testing and the banners have been removed to assist in this process.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p>11/9 Two new lighting columns are being ordered.          6/11 In January the columns will be delivered.</p>
08/06/18	<p><b><u>Group of Rough Sleepers</u></b>  <b><u>Castle Grounds</u></b>          A group of rough sleepers has been spotted in the castle grounds and may require access to support services.</p>	<p><b>Community Safety</b>  <i>Paul Wallen</i></p> <p><b>Town Centre Management</b>  <i>Andrew Highway</i></p>	<p>11/9 Names provided by Pubwatch. Council Homeless Team and Police will follow up.          6/11 Reports have been received that the persons are now in Cardiff Road / Windsor Street. Police Officers will monitor &amp; consider any offences disclosed.</p>
09/06/18	<p><b><u>Dafydd Williams Park Audit</u></b>  <b><u>Crescent Road</u></b>          Following meetings with CADW to look at partnership working it was agreed to undertake an audit of the park and establish it as the main route to walk to the castle from Crescent Road car park.</p>	<p><b>Town Centre Management</b>  <i>Andrew Highway</i></p> <p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p> <p><b>Parks</b>  <i>Mike Headington</i></p>	<p>11/9 Works programme is ongoing          6/11 The CADW study has been released to the Council and Officers will progress the recommendations.          27/11 Update at TCMG.</p>

19/06/18	<p><b><u>Car Park Audit</u></b>  <b><u>Crescent Road</u></b>  Following meetings with CADW to look at partnership working it was agreed to undertake an audit of the car park and look to designate it as a visitor car park for the castle.</p>	<p><b>Cleansing</b>  <i>Ian Jones</i></p> <p><b>Town Centre Management</b>  <i>Andrew Highway</i></p> <p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p> <p><b>Transportation</b>  <i>Dean Smith</i></p>	<p>11/9 Works programme is ongoing. The Heris Fencing has been returned to site, Officers to look at demarcation solution.  6/11 The CADW study has been released to the Council and Officers will progress the recommendations.  27/11 Update at TCMG.</p>
30/08/18	<p><b><u>Lighting of Stone Obelisk</u></b>  <b><u>Cardiff Road</u></b>  The lighting unit inside the artwork no longer works and officers have been asked to investigate if it can be mended.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p>11/9 Site visit to be arranged.  6/11 The unit is now working.  <b>Issue Closed 6/11</b></p>
30/08/18	<p><b><u>Broken Bench</u></b>  <b><u>OS Barclays Banks, Cardiff Road</u></b>  A wooden bench at the location has rotted and is in need of replacement.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p>11/9 New bench is being sourced from a new supplier.  6/11 No installation date.</p>
30/08/18	<p><b><u>Sand &amp; Varnish Bench</u></b>  <b><u>Windsor Street / Cardiff Road</u></b>  A curved bespoke wooden bench at the location is in need of sanding &amp; varnishing before the onset of winter.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p>11/9 Works to be programmed  6/11 No Update.</p>
30/08/18	<p><b><u>Paint Benches</u></b>  <b><u>Cenotaph, Castle Street</u></b>  The benches surrounding the Cenotaph are in need of repainting prior to the commemoration services in November.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p>11/9 Works to be programmed  6/11 No Update.</p>

30/08/18	<p><b><u>Power Wash Stone Table Artwork</u></b>  <b><u>Cenotaph, Castle Street</u></b>  The artwork by the Cenotaph is in need of cleaning prior to the commemoration services in November.</p>	<p><b>Cleansing</b>  <i>Ian Jones</i></p>	<p>11/9 Works to be programmed  6/11 No Update.</p>
04/09/18	<p><b><u>Taxi Operators</u></b>  <b><u>Town centre</u></b>  At the September meeting of <i>Pubwatch</i> licensees brought forward concerns that there were insufficient taxi operators in the town. This is leading to groups of people being kept waiting for taxis after the pubs closed.</p>	<p><b>Licensing</b>  <i>Lee Morgan</i></p>	<p>11/9 Taxi Operator currently not in Caerphilly Town Centre has been made aware of a potential gap in taxi provision.  6/11 Officers have made other operators in the wider County Borough aware of the commercial opportunity. <i>Pubwatch</i> are requesting a temporary taxi rank in Clive Street over Christmas period.</p>
17/09/18	<p><b><u>Litter Pick / Graffiti Removal</u></b>  <b><u>Park Lane</u></b>  A request has been received from the Town Council to litter pick the lane and remove the graffiti to the rear of Peacocks.</p>	<p><b>Cleansing</b>  <i>Ian Jones</i></p> <p><b>Town Centre Management</b>  <i>Andrew Highway</i></p>	<p>17/9 The Town Centre Development Manager will seek consent from the manager of Peacocks.  6/11 Work undertaken.  <b>Issue Closed 6/11</b></p>
17/09/18	<p><b><u>Repair to BIG Cheese Artwork</u></b>  <b><u>Castle Street</u></b>  The flag stone on the BIG Cheese artwork has become detached and requires urgent repair.</p>	<p><b>Parks</b>  <i>Mike Headington</i></p>	<p>6/11 Work undertaken.  <b>Issue Closed 6/11</b></p>
18/09/18	<p><b><u>Corroded Traffic Signal Pole</u></b>  <b><u>Opposite Castle Court Shopping Centre</u></b>  The Visitor Centre has received a complaint about exposed wiring on a corroded pedestrian crossing signal pole.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p> <p><b>Transportation</b>  <i>Dean Smith</i></p>	<p>6/11 The traffic signals are the responsibility of Transportation.</p>
18/09/18	<p><b><u>Condition of Vacant Land</u></b>  <b><u>Opposite Vets for Pets Pontygwindy Road</u></b>  Local members are concerned at the condition of the site and have requested that the owner be asked to tidy it.</p>	<p><b>Regulatory Planning</b>  <i>Tim Stephens</i></p>	<p>18/9 Planning Enforcements will contact the owner and request they undertake remedial works to improve sites appearance.  6/11 The site is owned by two separate</p>

			parties, only one has undertaken the work to date. 27/11 Update at TCMG.
08/10/18	<p><b><u>Grit Bin Provision</u></b> <b><u>Town Centre</u></b> Prior to the onset of winter the Highway operations team will visit the town centre and ensure that the grit bins are in place and topped up with a fresh supply of grit.</p>	<p><b>Highways</b> <i>Gavin Barry</i></p>	6/11 Officers will check and replenish supplies in the next few weeks prior to the winter weather.
19/11/18	<p><b><u>Cigarette Ends OS Betting Offices</u></b> <b><u>Town Centre</u></b> Cllr Fussell is concerned about the number of discarded cigarette ends outside betting shops. Site visits will be undertaken by Environmental Health officers and if cigarette bins are needed Cleansing officers will look to make provision.</p>	<p><b>Environmental Health</b> <i>Lyndon Ross</i></p> <p><b>Cleansing</b> <i>Ian Jones</i></p>	
23/11/18	<p><b><u>Uncollected Brown Recycling Bin</u></b> <b><u>Cardiff Road OS New Look</u></b> The bin has been left uncollected and full of waste for a number of days drawing complains from retailers.</p>	<p><b>Cleansing</b> <i>Ian Jones</i></p>	
23/11/18	<p><b><u>Discarded Plastic Pallets</u></b> <b><u>The Piccadilly</u></b> A complaint has been received that a number of plastic crates have been discarded at the location.</p>	<p><b>Cleansing</b> <i>Ian Jones</i></p>	
27/11/18	<p><b><u>Water Pooling on Steps</u></b> <b><u>OS Visitor Centre</u></b> At the TCMG (27/11/18) members brought to officer's attention that recently there had been repeated instances of water pooling on the steps causing a danger to the public.</p>	<p><b>Highways</b> <i>Gavin Barry</i></p> <p><b>Urban Renewal</b> <i>Allan Dallimore</i></p>	27/11 At the TCMG It was agreed that officers would revisit the issue.



06/12/18	<p><b><u>Rubbish in Street</u></b>  <b><u>Clive Street</u></b>  Retailers in the street have complained about rubbish being discarded by a lamppost.</p>	<p><b>Cleansing</b>  <i>Ian Jones</i></p>	
05/02/19	<p><b><u>Planters</u></b>  <b><u>Cardiff Road Opposite Sports Direct</u></b>  The flower planters at the location are in need of replanting and emptying of litter and water prior to the spring season.</p>	<p><b>Parks</b>  <i>Simon Beacham</i></p>	
06/02/19	<p><b><u>Water Emanating from the Banking</u></b>  <b><u>Moat Path Below Cardiff Road</u></b>  The water has recently increased in flow and is coming from an unknown source within the bank itself.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	

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