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(Tel: 01443 864420 Email: [sullie@caerphilly.gov.uk](mailto:sullie@caerphilly.gov.uk))

**Date: 29th September 2021**

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

**You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so.**

Dear Sir/Madam,

A digital meeting of **Council** will be held via Microsoft Teams on **Tuesday, 5th October, 2021 at 5.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

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

**Christina Harrhy**  
CHIEF EXECUTIVE

## AGENDA

Pages

- 1 To receive apologies for absence.
- 2 Mayor's Announcements.
- 3 To receive petitions under Rule of Procedure 28(3).
- 4 Presentation of Awards.

A greener place Man gwyrddach



Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat

5 Declarations of Interest.

Councillors and Officers are reminded of their personal responsibility to declare any personal 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 approve and sign the following minutes: -

6 Council held on 13th July 2021. 1 - 10

7 Special Council held on 27th July 2021. 11 - 16

8 Statement from the Leader of Council.

9 To receive and to answer questions received under Rule of Procedure 10(2).

1. Question to the Leader of Council from Councillor K. Etheridge.

To ask the Leader of Council to make a statement on the former Hazrem Site in Cwmfelinfach which should include correct planning procedures followed, environmental assessments, proceedings, consultation with stakeholders, and cost of legal advice to the ratepayers of the county borough following the conclusion of judicial proceedings which has now ended.

2. Question to the Leader of Council from Councillor B. Miles

Can the leader update Councillors on how the Local Authority has re-shaped the delivery of Free School Meals through the COVID 19 Pandemic?

10 To receive and to answer questions received under Rule of Procedure 10(4).

1. Question to the Cabinet Member for Waste, Public Protection and Street Scene from Councillor G. Simmonds.

Will the Cabinet Member make available to Councillors, copies of any laboratory investigations into the leachate presently emanating from Ty-Llwyd Quarry? Together with a circulation list of recipients and the date any sampling took place.

2. Question to the Cabinet Member for Housing from Councillor G. Kirby.

Will the Cabinet Member for Housing provide an update to Members on the Housing New Build Programme?

To receive and consider the following reports: -

11 Temporary Appointments to Corporate Management Team. 17 - 20

12 Notice of Motion - Abolish Car Parking Charges in Town Centre Car Parks. 21 - 26

13	Notice of Motion - Real Nappies.	27 - 32
14	Annual Report of the Director of Social Services and Housing.	33 - 76
15	Audit Wales Enquiries Return 2020-21.	77 - 88
16	Caerphilly County Borough Community Infrastructure Levy (CIL).	89 - 104
17	Caerphilly County Borough Local Development Plan up to 2021 - Annual Monitoring Report 2021 (Including the Annual Community Infrastructure Levy Report).	105 - 182
18	Freedom of Borough - Olympic Medallists.	183 - 186
To note the following item which was considered as an urgent item by Cabinet: -		
19	Montclair Avenue Stream Works Funding Bid.	187 - 194

**Circulation:**

All Members And Appropriate Officers

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# Agenda Item 6



## COUNCIL

### MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY, 13<sup>TH</sup> JULY 2021 AT 5.00PM

#### PRESENT:

Councillor C. Andrews - Mayor  
Councillor J. Gale - Deputy Mayor

#### Councillors:

M. Adams, E.M. Aldworth, A. Angel, J. Bevan, P. Bevan, C. Bezzina, C. Bishop, A. Collis, S. Cook, D. Cushing, C. Cuss, W. David, D.T. Davies, K. Dawson, N. Dix, K. Etheridge, M. Evans, C. Forehead, E. Forehead, J. Fussell, A. Gair, N. George, C. Gordon, R. Gough, L. Harding, D. Havard, A. Higgs, A. Hussey, M. James, V. James, G. Johnston, G. Kirby, A. Leonard, C. Mann, P. Marsden, B. Miles, S. Morgan, B. Owen, T. Parry, L. Phipps, D.W.R. Preece, J. Pritchard, J. Ridgewell, J. Roberts, R. Saralis, G. Simmonds, J. Simmonds, E. Stenner, J. Taylor, C. Thomas, A. Whitcombe, R. Whiting, L. Whittle, T.J. Williams, W. Williams, B. Zaplatynski

#### Together with:-

C. Harray (Chief Executive), M.S. Williams (Corporate Director Economy and Environment), D. Street (Corporate Director Social Services), R. Edmunds (Corporate Director Education and Corporate Services), R. Tranter (Head of Legal Services and Monitoring Officer), S. Harris (Head of Financial Services and Section 151 Officer)

#### **RECORDING, FILMING AND VOTING ARRANGEMENTS**

The Chief Executive reminded those present that the meeting was being filmed but would not be live streamed, however a recording would be available following the meeting via the Council's website – [Click Here to View](#). She advised that decisions would be made by Microsoft Forms.

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors C. Elsbury, C. Gordon, D. Hardacre, D. Harse, S. Kent, P. Leonard, G. Oliver, D. Price, M.E. Sargent and J. Scriven

#### **2. MAYOR'S ANNOUNCEMENTS**

The Mayor referred to the many events and visits that she has undertaken since the last meeting including her presentation of a short citation at a socially distanced event to celebrate Armed Forces Day and a socially distanced event at Lake Side View Café for the installation of a defibrillator at Park Cwm Darran. The Mayor referenced her recent fund-raising trip to Zip World that raised over £600 for the Mayor's Charity, she placed on record her thanks to all those that made donations.

The Mayor advised that she had approved a change of agenda order at this evenings meeting, and that Agenda Item No. 13 would be taken ahead of Agenda Item No. 12.

**3. TO RECEIVE PETITIONS UNDER RULE OF PROCEDURE 28(3)**

There were no petitions presented.

**4. PRESENTATION OF AWARDS**

There were no awards presented.

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest received at the commencement or during the course of the meeting.

**6. MINUTES – ANNUAL COUNCIL 13<sup>TH</sup> MAY 2021**

RESOLVED that the following minutes be approved as correct records and signed by the Mayor.

Annual Council held on 13<sup>th</sup> May 2021 (minute nos. 1-14)

**7. MINUTES – COUNCIL 1<sup>ST</sup> JUNE 2021**

RESOLVED that the following minutes be approved as correct records and signed by the Mayor.

Council held on 1<sup>st</sup> June 2021 (minute nos. 1-12)

**8. TO RECEIVE AND TO ANSWER QUESTIONS RECEIVED UNDER RULE OF PROCEDURE 10(4)**

Question from Councillor Kevin Etheridge to Councillor James Pritchard, Deputy Leader.

To ask the Deputy Leader to define in relation to this portfolio what measures he will introduce to engage positively with stakeholders, communities, businesses, opposition Councillors and Traders within all our Town Centres to ensure consistency across the County Borough as Town Centre Management Groups have not been meeting for 2 years?

Response from the Deputy Leader to Councillor Kevin Etheridge.

We all know that our town centres had been severely impacted by the Covid Pandemic. We also know that we have supported our businesses financially, with the payment of millions of pounds of business grants and also, we have been there to provide guidance and advice to business via our business support team. We have discussed previously in this Chamber, the Town Centre Management Groups and how, like a handful of other services, have ceased throughout the pandemic in order to provide the capacity across the organisation to deliver the many additional services we have introduced in direct response to the needs of our communities throughout the pandemic.

A commitment has also been given to Members, from the former Deputy Leader that these Town Centre Groups will shortly be re-introduced as we begin to develop a post Covid plan for our Town Centres. I therefore wish to reiterate the position already set out that the Town Centre Groups will shortly be re-introduced and Ward Members will be advised in due course of the exact timing of these meetings, so they can contribute as they see fit.

Clearly, we can't shape the future of our town centres alone and we will want to engage with local businesses and wider stakeholders. We are currently developing these plans and these will be fully outlined in a report to Cabinet shortly, which will be available to all Members in early September.

I am aware that the Leader will be making a statement later in this meeting, which will provide further detail regarding our plans to develop our Town Centres post Covid.

I have worked constantly with businesses and traders with the support of the Cabinet Member to get grants out to those business particularly through COVID and as Deputy Leader my duty will be to support the Leader and Cabinet Members with further engagements with our private sector businesses. I am active on social media and have joined some local groups to reach out to residents across the county. My role as Deputy Leader is to engage with residents in the most constructive way possible. In the short time I've been in post, I've engaged with some of our Councillors regarding proposals within my portfolio and I'm keen to ask locally elected members for their views, as they know their community. I have an open-door policy, so if I don't get in touch with individual councillors first, please feel free to get in touch with me.

Thank you for your question Councillor Etheridge.

## **9. STATEMENT BY THE LEADER OF COUNCIL**

The Leader presented her statement and shared the news that the Chief Executive Christina Harry had been shortlisted in the category of 'Chief Executive of the Year' in the prestigious MJ Achievement Awards 2021. In addition, the amazing Catering Team had also been shortlisted in the category of 'Best Council Service'. The Leader congratulated the nominees for this outstanding achievement and advised Council that the awards would be made in September 2021 and she would keep everyone posted about the outcome.

The Leader then gave clarification regarding the portfolio remit of the Deputy Leader. Members were referred to an update recently circulated that set out the scope of the Deputy Leader's portfolio and the wider Cabinet. The Deputy Leader portfolio was described as Highways, Transportation, Towns and Property.

Members were advised that there is a significant regeneration work programme coming forward which included, town centre regeneration and assurances were given that the town centres were of pivotal importance. The Leader recognised that town centres had been greatly impacted by the pandemic however, working with Traders, Members and other Key Partners, the authority would be looking at reshaping town centres as part of the Covid Recovery Plan to ensure that they are vibrant and sustainable over the longer term. Members were advised that the Cabinet would be receiving a progress report against the Covid Recovery Plan on the 1<sup>st</sup> September 2021 to consider the progress that has already been made as well as future planning. Additionally, it had been recognised that Town Centre meetings would need to change moving forward in a Post Covid environment. Therefore, a separate report would be presented to Scrutiny for consideration prior to a Cabinet decision over the forthcoming months.

The Leader then confirmed that Town Centre Regeneration sits within the Regeneration Portfolio with Councillor Eluned Stenner, who is responsible for Regeneration and Economic

Development and the model for town centre engagement will be a key priority that Councillor Stenner will lead.

The Deputy Leader portfolio was confirmed as Highways, Transportation and Property, and Members were advised that Cabinet worked across respective portfolios to ensure the delivery of the Corporate Plan priorities and this will remain the position going forward.

Council were advised that it would take some time to define the new role for our town centres, and it was important that the current policy position flexes to accommodate any such changes. The role of town centres will be multi-faceted, offering opportunities for agile working hubs, business start-up accommodation, affordable and adaptable homes as well as local retail opportunities. One such policy position that will need to be re-considered alongside the development of town centres for the future was confirmed as car parking charges.

The Leader confirmed that this Council had offered free parking since the start of the pandemic last year and referenced the recent Cabinet decision to defer car park charges until September where a further report would be considered at this point. Council was advised that this report was scheduled to be considered on 1<sup>st</sup> September and given the current Covid position, the Cabinet was minded to extend the current free parking arrangements for a further period.

Members were advised that the longer-term decision regarding car parking charges must be considered as an integral part of a wider town centre review, working closely with the business community, as part of the Covid Recovery Plans. Therefore, the Cabinet is also minded to recommend at its meeting of 1<sup>st</sup> September, that the Car Parking Task and Finish Group reconvenes to consider this matter in detail and make recommendations to the Scrutiny prior to a further report being presented to Cabinet next year. The role of the Town Centre Management Groups would be a crucial part of this data gathering.

The Leader emphasised that this related to town centre car park charging only. Members were reminded that Cabinet had already agreed that car park charges would be reintroduced at the strategic tourism destination, Cwmcarn Forest Drive, however free parking at country parks would continue.

The Leader took this opportunity to reassure businesses, residents, and visitors alike that this Council would continue to do everything we could to support the local economy as we emerge from one of the most difficult periods in living memory.

## **REPORTS OF OFFICERS**

Consideration was given to the following reports.

### **10. NOTICE OF MOTION – MEMORIAL BENCHES**

Consideration was given to the notice of motion by Councillors J. Roberts and C. Elsbury and supported by Councillors A. Farina-Childs, B. Owen, C. Mann, and T. Parry.

It was noted that the Notice of Motion had been considered by the Environment and Sustainability Scrutiny Committee at its meeting on the 22<sup>nd</sup> June 2022, where, by a majority vote Members recommended to Council that the motion not be supported.

Councillor Roberts confirmed the notice of motion and the provided background information as to why he was bringing the motion forward at this time.

The Chair of the Environment and Sustainability Committee provided details of the Scrutiny Committee discussions and the reason that its Members had not supported the motion were confirmed.

Clarification was sought as to whether there could be a case made for a more flexible approach regarding the siting of benches to enable bereaved families to position them, at their own expense, closer to their loved one's graves. The Member felt that the current blanket ban on provision was unfair to families. Officers advised that the policy under discussion had been implemented following an extensive period of consultation including the establishment of a Task and Finish Group, which completed a comprehensive service inquiry. It was noted that in terms of placement, operational factors needed to be taken into consideration so that cemetery works could be undertaken safely, and this policy approach ensured this. Members were asked to note that there was not a blanket ban on the provision of benches, benches were still being installed but their positioning was determined operationally to ensure that a cemetery did not become saturated and works could be undertaken safely and with the minimum of disruption. Should a family wish to do so they could place a memorial plaque on an existing bench or plant a tree in memory of their loved one.

Following consideration and discussion it was moved and seconded that the Notice of Motion be supported by way of Microsoft Forms and verbal confirmation and in noting there were 21 For, 38 Against and 1 Abstention the Motion was declared lost.

RESOLVED that the Notice of Motion not be supported.

#### **11. NOTICE OF MOTION – PLEDGE TO BE SEEN CAMPAIGN**

Consideration was given to the notice of motion by Councillor P. Marsden and it was noted that the Mayor had allowed the motion to be dealt with at Council, without being first discussed at an overview and scrutiny committee in order to expediate business. The motion was supported by Councillors E. Stenner, S. Cook, N. George, C. Gordon, R. Whiting and A. Whitcombe.

Councillor Marsden confirmed the notice of motion and the reasons for bringing it forward. It was noted that Caerphilly County Borough Council would join Welsh Government in signing up to the Pledge to be Seen Campaign that would ensure that people with visible difference such as a scar, mark or condition that affects their appearance, are seen and heard across mainstream culture and in the workplace.

Following consideration and discussion it was moved and seconded that the Notice of Motion be supported and by way of Microsoft Forms and verbal confirmation and in noting there were 61 For, this was unanimously agreed.

RESOLVED that the notice of motion be supported.

#### **13. DIVERSITY IN DEMOCRACY**

With the approval of the Mayor this item was brought forward on the agenda.

Consideration was given to the report that advised Council of the Welsh Local Government Association (WLGA) Diversity in Democracy report and sought Council's endorsement of the Diverse Council declaration in support of the WLGA Diversity in Democracy programme. Members were asked to note that the Democratic Services Committee would be developing an Action Plan of activity ahead of the 2022 elections.

Members were asked to note that the WLGA decided to try and advance gender equality and diversity across Council's in Wales in advance of the May 2022 elections, with the ambitious aims to ensure that Council chambers across Wales are more representatives of their communities. The recommendations within the report would provide a clear and public commitment to improving diversity, demonstrate an open and welcoming culture to all. Consideration would be given to staggering council meetings times and agreeing recess periods to support Councillors with other commitments and would also set out an action plan of activity ahead of local elections.

The importance of mitigating against barriers to enable people to attend meetings more easily was emphasised. Members expressed their support for the principle outlined in the report and discussed the need to also consider the economic impact that standing for election could have and referenced the parachute payment offered to Senedd Members and Members of Parliament and the introduction of this at a County Borough level could assist. Members debated the financial implication of standing for election and welcomed the inclusion of Councillors in the Local Government Pension Scheme but felt that more measures needed to be put in place to make the Councillor role more attractive to a broader range of the community.

Members were advised that the WLGA had already debated around the topic of what could be done to assist those with caring responsibility, or those giving up employment to serve their communities. Members agreed that the Independent Remuneration Panel would need to take these issues under consideration as part of their next review.

Following consideration and discussion it was moved and seconded that the recommendations contained within the Officer's report be approved and by way of Microsoft Forms and verbal confirmation and in noting there were 60 For, this was unanimously agreed.

RESOLVED that: -

1. The progress and actions outlined in the WLGA Council report as attached at Appendix 1 be noted.
2. The Diverse Council declaration to formally declare that Council will provide a clear, public commitment to improving diversity, demonstrate an open and welcoming culture to all, consider staggering council meeting times and agreeing recess periods to support councillors with other commitments and set out an action plan of activity ahead of the 2022 local elections be endorsed.
3. The Democratic Services Committee will build on the Council's commitment and set out an action plan with progress updates being brought back to Council be agreed.

## **12. PROVISIONAL REVENUE BUDGET OUTTURN FOR 2020-21**

With the approval of the Mayor this item had been put back on the agenda.

Consideration was given to the report which had previously been considered by Cabinet on the 7<sup>th</sup> July 2021 and Members were advised that the recommendations in paragraphs 3.1.1 to 3.1.6 were unanimously agreed at that meeting.

The report provided an overview of the Council's performance against the revenue budget for the 2020/21 financial year and included proposals for the use of surplus General Fund balances and use of service reserves for a range of one-off purposes.

It was noted that the Authority had incurred significant additional costs due to the pandemic and had also lost income in several key areas. Welsh Government (WG) had provided substantial funding to Local Authorities to offset additional costs and income losses through the Covid-19 Hardship Fund, with the total funding allocated to Caerphilly CBC during the 2020/21 financial year being £24.2m.

Members were referred to Appendix A of the report which provided a summary of the provisional outturn position and showed a net underspend of £38.517m across all services. It was noted that an underspend of £10.070m is reported for schools and consequently school balances have increased from £1.3m to £11.3m. This underspend was greater than projected due to the receipt of additional grant funding from Welsh Government in the latter part of the financial year. This funding totalled circa £5m and supported expenditure that the schools had originally anticipated funding themselves.

It was noted that there is an underspend of £10.018m for the Housing Revenue Account (HRA) and that the majority of this is due to Covid-19. This underspend has been carried forward into the 2021/22 financial year to support the completion of the WHQS Programme.

It was also noted that the level of underspend on Service Directorate Budgets and Miscellaneous Finance is significantly higher than in previous years and that this reflects the unprecedented impact of Covid-19 on changes in working practices, along with the scale of one-off financial support provided.

It was explained that the financial support provided by Welsh Government had been vital to maintain financial resilience during the pandemic but further financial support from the Covid-19 Hardship Fund is currently only confirmed until the end of September 2021. This presents a significant financial risk and the position will need to be closely monitored throughout the 2021/22 financial year.

The medium-term financial outlook remains challenging and the Cabinet Member reminded Members that the 2021/22 Budget Report presented to Council on the 24<sup>th</sup> February 2021 included an updated Medium-Term Financial Plan showing a potential savings requirement of £21.1m for the four-year period 2022/23 to 2025/26. However, the underspend for 2020/21 did present an opportunity for significant one-off investments to support the Council in the delivery of its key priorities, the recovery phase of the pandemic, and the ongoing delivery of the transformation programme.

Members noted the recommendations approved by Cabinet and that decisions in respect of the General Fund Reserves were a matter for Council.

Members welcomed the investment opportunities outlined within the report and particular reference was made to the proposals for Community Connectors, Cleaning and Greening and Apprenticeships.

Clarification was sought in relation to digital transformation and what would be different because of the proposed investment. Officers confirmed that IT resources would allow the Council to move forward more efficiently and effectively. Reference was made to the enormous technological shift that occurred because of the pandemic, for example 10,000 additional devices had been added into existing systems. The proposals would allow the Council to more effectively move forward and would be of particular importance to schools which required additional support as the EdTech programme moved into its next phase of investment. The demands on the ICT Support Team would be enormous during this period.

Reference was then made to the Local Development Plan and the money invested in its production and whether this provided value for money. Officers confirmed the number of staff in the LDP Team and that the production of an LDP was a Welsh Government Legislation requirement.

Clarification was sought as to whether the underspend position was being mirrored across other Local Authorities, and the Head of Financial Services and S151 Officer advised that the Society for Welsh Treasurers was currently summarising the position across all Welsh Local Authorities and that this would be shared in due course. However, following conversations with colleagues across the Gwent Region, the Head of Financial Services and S151 Officer confirmed that higher than usual underspends were being reported.

The Head of Financial Services & S151 Officer confirmed that despite the significant challenges presented by the pandemic the Council's financial position had been well managed. However, a prudent approach was still required as there was still a requirement for significant savings moving forward.

Reference was made to the Hardship Fund, Transformation Strategy and the additional funding for fixed term posts detailed within the report and clarification was sought as to the role of Community Coordinators. Officers confirmed that the Hardship Fund was not scheduled to continue beyond September 2021, although representations were being made to Welsh Government on this. The additional fixed term posts would be used to provide additional ICT support for schools, and Community Coordinators would provide valuable links between residents and key stakeholders. The fixed term nature of these posts would be a tool to establish a proof of concept for the initiative.

Members debated the use of reserves and it was noted that reports on reserves were regularly presented to the Policy and Resources Scrutiny Committee where Members could scrutinise in detail levels and uses.

Following consideration and discussion it was moved and seconded that the recommendations contained in the report be approved.

RESOLVED that: -

1. The recommendation of the Head of Financial Services and S151 Officer to maintain the General Fund balance at £11.047m, representing 3% of the 2021/22 net revenue budget be approved.
2. The proposed use of surplus General Fund balances totalling £9.215m as detailed in Section 5.9 of the attached report be approved.

#### **14. YOUTH SERVICE REMOVAL FROM LEASE AND USE OF CRUMLIN INSTITUTE**

Consideration was given to the report which had been considered as an urgent item by Cabinet on the 9<sup>th</sup> June 2021.

The constitution requires that any decision taken as a matter of urgency must be reported to the next available meeting of Council, giving the reason for its urgency. Therefore, the report is presented to Council for Members' information.

Members noted the reasons for the urgency and the decision taken by Cabinet.

RESOLVED that the report be noted.

The meeting closed at 18:30pm



Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 5<sup>th</sup> October 2021 they were signed by the Mayor.

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MAYOR

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## SPECIAL COUNCIL

### MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY, 27TH JULY 2021 AT 5.00PM

#### PRESENT:

Councillor C. Andrews - Mayor  
Councillor J. Gale - Deputy Mayor

#### Councillors:

M. Adams, E.M. Aldworth, A. Angel, P.J. Bevan, C. Bezzina, A. Collis, S. Cook, C. Cuss, W. David, D.T. Davies, M. Davies, N. Dix, K. Etheridge, M. Evans, A. Farina-Childs, A. Gair, N. George, C. Gordon, L. Harding, D. Havard, A. Hussey, M. James, V. James, L. Jeremiah, G. Johnston, B. Jones, S. Kent, G. Kirby, A. Leonard, P. Leonard, C. Mann, P. Marsden, B. Miles, B. Owen, T. Parry, L. Phipps, D.W.R. Preece, J. Pritchard, J. Ridgewell, J. Roberts, R. Saralis, J. Scriven, G. Simmonds, J. Simmonds, S. Skivens, E. Stenner, J. Taylor, C. Thomas, A. Whitcombe, R. Whiting, L. Whittle, T.J. Williams, B. Zaplatynski

#### Together with:-

C. Harrhy (Chief Executive), R. Tranter (Head of Legal Services and Monitoring Officer), R. Edmunds (Corporate Director for Education and Corporate Services), D. Street (Corporate Director Social Services and Housing), M.S. Williams (Corporate Director Economy and Environment), K. Peters (Corporate Policy Manager), S. Pugh (Communications Manager), E. Sullivan (Senior Committee Services Officer), R. Barrett (Committee Services Officer)

### WEB-CASTING FILMING AND VOTING ARRANGEMENTS

The Chief Executive reminded those present that the meeting was being filmed but would not be live streamed, however a recording would be available following the meeting via the Council's website – [Click Here to View](#). She advised that decisions would be made by Microsoft Forms.

#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Bevan, C. Bishop, D. Cushing, K. Dawson, C. Elsbury, C. Forehead, E. Forehead, J.E. Fussell, R. Gough, D. Hardacre, D. Harse, A. Higgs, S. Morgan, G. Oliver, Mrs D. Price, M.E. Sargent and W. Williams.

#### 2. DECLARATIONS OF INTEREST

Councillor D.T. Davies declared a personal interest only in [Agenda Item No. 3 – Formation of a Gwent Public Services Board](#), in that he is the County Borough appointed representative of

the South Wales Fire and Rescue Service to the Gwent Public Services Board. As such there was no requirement for him to leave the meeting when the item was being considered.

### **STATEMENT FROM THE LEADER OF COUNCIL**

With the permission of the Mayor, the Leader addressed Council and congratulated two local athletes on their recent achievements at the Tokyo Olympic Games 2020. Members were advised that Lauren Williams from Blackwood achieved a silver medal in the taekwondo final on Monday, a fitting reward for her hard work and dedication over many years. The Leader also wished Lauren Price from Ystrad Mynach the very best of luck on Wednesday when she makes her Olympic debut in the middleweight boxing competition.

Members were pleased to hear of the successes of these inspirational athletes and congratulated them both on their achievements.

The Leader was also pleased to announce that the Council has been shortlisted in two categories for the prestigious Local Government Chronicle Awards 2021. Caerphilly Council has been shortlisted in the top category of Council of the Year, which is an amazing achievement as Caerphilly is the only Welsh local authority to be shortlisted and one of only five authorities across the whole of the UK. The Council have also been shortlisted in a separate category for their acclaimed partnership work with Castell Howell, who have been instrumental in the free school meals logistics over the past 12 months.

The winners will be announced in November 2021, but in the meantime the Leader congratulated everyone who has worked so hard to achieve these accolades and contributed to the growing list of achievements for the Council.

### **3. FORMATION OF A GWENT PUBLIC SERVICES BOARD**

Consideration was given to the regional report which outlined the formation of a Gwent Public Services Board (PSB) from Autumn 2021 and is being presented to multiple Member forums across each of the five local authorities. The views of the Partnerships Scrutiny Committee on the formation of the Gwent PSB were reflected in the report, which also gave further information on the proposals for Local Delivery Groups in each of the constituent local authority areas, together with information on the proposed regional scrutiny and continued scrutiny within the Council arrangements both pre and post 2023.

Council were reminded of the All-Members Seminar held on Monday 19<sup>th</sup> July which provided an engagement opportunity to explain the strategic drivers for the creation of a Gwent PSB and how local delivery arrangements would continue, and which also outlined forthcoming wellbeing planned engagement activity taking place across the county borough over the summer.

Council were provided with an overview of the strategic drivers and rationale for forming the Gwent PSB. These include improved and strengthened governance and accountability arrangements, structured partnership working and strategic oversight, and will enhance the work being carried out on many important matters that are already delivered at a regional partnership level (such as tackling violence against women, and substance misuse)

It was explained that the forthcoming regional well-being assessment and well-being plan will make best use of capacity across the region while still maintaining local accountability, local planning and assessment, and the delivery of local activity, but there will be a benefit of alignment and stronger strategic direction. A regional scrutiny committee is being developed

that will scrutinise the work of the Gwent PSB and the development of the new wellbeing plan, which is a requirement under legislation, but it may provide an option for the scrutiny of other regional partnership activity in the future. Committee services officers across the region are working on this task and the new scrutiny committee will include elected members from the constituent authorities. Both Audit Wales and Welsh Government have strongly encouraged the merger of PSBs to align responsibilities and integrate delivery work with other partnership boards.

The Gwent PSB will have its first meeting on 1<sup>st</sup> October 2021 and Caerphilly Council will be providing the support and facilitation for the first two years, there after cycling around the five local authorities. The Gwent PSB will be supported by 5 local delivery groups in each local authority comprising staff from the member organisations, importantly with sufficient seniority to take decisions and direct resources. Community planning will continue at the local authority level and at the community area level within the county borough, so local scrutiny of the current well-being plan will continue until 2023, when the Gwent Well-being Plan will come into force. Thereafter, local projects will continue to be scrutinised at a local level by local authority; the Caerphilly Local Delivery Group will have the dual responsibility of delivering local projects and contributing to any regional projects in the Gwent Well-being Plan.

The Caerphilly PSB took the decision to merge at its March 2021 meeting and heard representations from the Voluntary Sector Liaison Committee (VSLC) and the Community Council Liaison Committee (CCLC) that were considered and debated at the time. The report before Council was scrutinised by Partnerships Scrutiny Committee on 15<sup>th</sup> July 2021 and relates to the implications for local and regional delivery, the continuation of the existing Well-being Plan and the arrangements for the creation of the new Gwent Service Board. Its purpose is to engage Members on the delivery arrangements and particularly those local arrangements which had been finalized.

A report was taken to Voluntary Sector Liaison Committee on 17<sup>th</sup> June 2021 and a further report taken to Community Council Liaison Committee on 21<sup>st</sup> July 2021 to engage on the proposed delivery arrangements. The discussion at the VSLC centred around ensuring that the third sector would continue to be involved in the new delivery arrangements, and this assurance was given by Officers at the meeting. The discussion at the CCLC included questions on the views of town and other community councils across the region, and it was reported that there had been no objections but that other areas had requested that a representative sits on the local delivery group, as already happens in the Caerphilly area. Members were informed that two merged PSBs already exist in Wales (RCT and Merthyr, and Conwy and Denbighshire) and the Gwent PSB will be the third merger of its kind. It was confirmed that the merger had not been mandated by WG but it was suggested in order to clarify the complexity of the landscape.

It was moved and seconded that Council note the covering report which included the views of the Partnership Scrutiny Committee, together with the full set of recommendations in the appended report for the delivery of the Gwent PSB, and provide any views on the recommendations, noting that the decision to form a Gwent PSB has been taken by the constituent partners across the region, in collaboration.

Council discussed the report in detail and one Member queried the incentive for Caerphilly to participate in the Gwent PSB. Whilst the Member observed that the report and decision of the Caerphilly Public Service Board was for noting only, they indicated that their Group were unhappy with the proposals, in particular the lack of opportunity to attend the Caerphilly PSB meetings and scrutinise the decision taken, and therefore explained that their Group would not support the recommendations regarding the formation of a Gwent PSB. Another Member raised concerns around public engagement and consultation and asked if these could be included in the report recommendations.

In response, it was emphasised to Members that the Caerphilly Public Services Board holds its meetings in public and that all papers and agendas are on the Caerphilly PSB website and in the public domain. There is a regular agenda item to take questions from the public. The new Gwent PSB has many public services members and that Caerphilly is one of 5 authorities that will sit on the Gwent partnership board. Members were advised that detailed engagement has taken place and that concerns around local delivery were taken on board which had led to the engagement programme being set up throughout the summer to ascertain how local issues can continue to be dealt with as a priority. Members were also referred to the detailed report which maintains a focus on local issues. Discussion took place regarding public attendance at Caerphilly PSB, and it was confirmed that the Caerphilly-nominated representatives for the PSB are the Leader and Chief Executive. Confirmation can be sought from the Chair to attend and the opportunity for elected Members to attend and put any questions to the PSB is advertised. It was also confirmed that the meetings became public from October 2019.

A query was received on the reasons for the change to a regional Public Services Board, together with the rationale for the nominated representatives when taking into account the lack of elected Member representatives, and it was suggested it would be more conducive to have a greater number of representatives on the PSB. Members were advised that a report was previously presented to Council on the formation of the Caerphilly Public Services Board which included details of the delegated representatives from Caerphilly and would have been agreed by Council and furthermore included in the annual membership lists presented to AGM.

In terms of the need for change, it was explained that across many public service boards, many partners such as the police and fire service are attending numerous meetings and so there is an element of duplication across authorities which is not the best use of the resources available. One main reason for change is because of strategic high-level items that need to be dealt with at a regional level (such as climate change and electric vehicles) and therefore the merger will see better use of collective resources to deliver the best outcomes for communities. It was emphasised that moving to a regional footprint will not dilute the local requirements and the local investment that the Council will continue to make, and this point has been identified in the report presented to Members as this was one of the key messages raised by all of the Council's partners. It was explained that the move to a regional PSB is all about gaining a balance, making sure that the resources available are used in an appropriate and efficient way, whilst maintaining the issues that are important at a local level and being tackled under the appropriate governance structure.

It was also clarified that the Well-being of Future Generations (Wales) Act 2015 established a statutory board and hence the proposals to move to a regional PSB grew out of that Act. It was reiterated that the emphasis and recognition on local delivery remains and so the delivery groups that sit below the PSB will continue to look at the issues of vital importance to residents, but that the Gwent PSB will create a greater strategic level of focus and work in a more dynamic and efficient way whilst avoiding duplication and making better use of resources. In response to a further query, it was also confirmed that the Leader and Chief Executive of each of the 5 local authorities would be the nominated representatives to the Gwent Public Services Board.

Questions were also received on the establishment and composition of regional service boards in other authorities and the savings that could be made through a collaborative approach by potentially reducing the number of local councils through reorganisation. It was explained that participation in regional service boards would be a decision for each local authority. Clarification was also provided on the differences in governance arrangements between English and Welsh local authorities, with the current WG position being that the 22

unitary authorities in Wales will remain but that the work on partnerships is an area that councils need to develop. Members were advised that a report will be presented to Council in due course which will reinforce the regional partnership framework and ensure that the Council has appropriate and robust governance arrangements in place around all of the spaces that they occupy in this partnership area.

A Member asked if the move to a regional PSB would result in financial savings across each of the local authorities. It was explained that the Public Services Board does not have a dedicated budget, and so all partners are bringing their existing budgets from their own organisations. Each organisation targets its budget in certain areas, and it is expected that through this collective approach and where there are collective priorities, resources will be pooled to ensure that these outcomes are maximised that can be achieved together.

Members were also advised that another collaborative area of working that has a budget is the Regional Partnership Board and discussions are taking place with Welsh Government regarding the duplication of work across this area and how it can work more efficiently with the Gwent PSB. Overall, it was emphasised that the development of the regional PSB has produced a solid foundation for partnership working and maximises collective working with partners and opportunities for best practice to achieve greater value for money and more effective outcomes for communities. Learning from partners across the region, and the way in which they have delivered projects, will provide better outcomes. As an example, the work in Caerphilly on early years provision can be shared across the region, and everyone can benefit from shared ideas and pooled resources. A Member raised a point that bringing ideas together across multiple partners is the way we need to be going.

Following discussion and consideration of the report, and with it observed that the report was for noting and the views of Members would be provided to the Gwent Public Services Board, it was

RESOLVED that: -

1. The report be noted and the views on its content as part of engagement with elected members be noted.
2. The full set of recommendations in the appended report be noted:

Recommendation 1: To note the proposal to move to a regional PSB as outlined in the report and the importance of maintaining strong local partnerships.

Recommendation 2: To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.

Recommendation 3: The local assessment of well-being to be agreed by 5th May 2022 will be added to the forward work programme for sign off.

Recommendation 4: To note the proposed changes to terms of reference, and to make any relevant changes to committee structures, terms of reference and constitution.

Recommendation 5: To support the development of Local Delivery Groups and ensure that these are considered in local Scrutiny work programmes.

Recommendation 6: To note the developing arrangements to establish Regional Scrutiny.

Recommendation 7: To continue to support Scrutiny of the current Well-Being Plans to

2023 through existing local partnership Scrutiny arrangements.

3. The appended report and covering report presented and the views of Council on the recommendations above be noted.

That the decision to form a Gwent PSB has been taken by the constituent partners across the region, in collaboration be noted.

The meeting closed at 5.44 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 5<sup>th</sup> October 2021 they were signed by the Mayor.

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MAYOR





## COUNCIL – 5<sup>TH</sup> OCTOBER 2021

**SUBJECT:                    TEMPORARY APPOINTMENTS TO CORPORATE MANAGEMENT TEAM**

**REPORT BY:                HEAD OF PEOPLE SERVICES**

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### **1.       PURPOSE OF REPORT**

- 1.1     The purpose of the report is to seek Council's approval to appoint David Street, Corporate Director Social Services & Housing in to the post of Acting Chief Executive during the absence of the substantive postholder.
- 1.2     Council is also asked to agree an acting appointment to cover Mr Street's substantive post of Corporate Director Social Services & Housing.

### **2.       SUMMARY**

- 2.1     The Council is required by law to have in place a Head of Paid Service. Within the Council, this responsibility is designated to the Chief Executive.
- 2.2     The Chief Executive, Christina HARRY, reported absent due to sickness on Monday, 20<sup>th</sup> September 2021. This report provides recommendations to Council to ensure compliance with its statutory duty and also the required capacity at Corporate Management Team.

### **3.       RECOMMENDATIONS**

- 3.1     Council is asked to agree:
  - 3.1.1   the appointment of David Street in to the post of Acting Chief Executive, for the period of time that the substantive postholder is absent due to sickness;
  - 3.1.2   that a Head of Service be appointed to the post of Acting Director, Social Services and Housing whilst Mr Street is undertaking the Acting Chief Executive role.

### **4.       REASONS FOR THE RECOMMENDATIONS**

- 4.1     The recommendations are made to ensure that the Council is complying with its

statutory duty to have in place a Head of Paid Service and to ensure that the Council has effective leadership to provide ongoing continuity for the organisation to deliver services to the residents of the County Borough.

## **5. THE REPORT**

- 5.1 The Chief Executive, Christina Harray, reported absent due to sickness on Monday, 20<sup>th</sup> September 2021 and has a fit note that certifies her absence from work until the end of the calendar year.
- 5.2 As stated, the Council is required by law to have in place a Head of Paid Service. Within the Council, this responsibility is designated to the Chief Executive.
- 5.3 Members will be aware that we do not have a Deputy Chief Executive in the Corporate Management Team Structure, who could cover the temporary absence of the Chief Executive.
- 5.4 Currently, the Authority is still responding to the significant ongoing challenges presented by the Covid pandemic, is engaged in a number of corporate reviews in accordance with the Transformation Programme and also significant projects, including City Deal, Twenty First Century Schools and of course the management of the Medium-Term Financial Plan (MTFP).
- 5.5 The Chief Executive is responsible for leading the Council's Corporate Management Team to ensure a clear strategic direction to the Council.
- 5.6 Section 5a of the Council's constitution confirms for *the 'Determination of any urgent matter in the purview of the Council, the Cabinet or any committee of these where it is impractical to convene a meeting of that body to consider the matter' power is delegated to the 'Chief Executive or in his/her absence any Director.'*
- 5.7 David Street, Corporate Director, Social Services & Housing, has undertaken this responsibility in the Chief Executive's absence. This report, therefore, seeks agreement for him to be appointed to the post of Acting Chief Executive with effect from Monday, 20<sup>th</sup> September 2021, until the substantive Chief Executive returns to work. We know the absence will be at least until 31<sup>st</sup> December 2021.
- 5.8 It is not practically possible for Mr Street to undertake the post of Acting Chief Executive in addition to his substantive post of Corporate Director. Members are consequently asked to agree that a Head of Service be appointed to the post of Acting Director, Social Services and Housing whilst Mr Street is undertaking the Acting Chief Executive role.
- 5.9 There may be further backfill requirements lower down in the structure after these two temporary appointments are made, which will be subject to discussion between Mr Street, whoever is appointed to the post of Acting Corporate Director, Social Services and Housing and the Cabinet Member for Social Care.
- 5.10 Members are asked to note that Welsh Government have been notified that Council are being asked to approve the Acting Chief Executive appointment.

## 5.11 **Conclusion**

The temporary arrangements outlined in this report will ensure that the Council complies with its statutory requirements to have in place a Head of Paid Service and also ensures that the Council has effective leadership at such a critical time.

## 6. **ASSUMPTIONS**

6.1 There are no assumptions made within this report.

## 7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 An Integrated Impact Assessment has not been produced as the contents of this report relate to a temporary situation and the recommendations ensure that the Council complies with its statutory duty.

## 8. **FINANCIAL IMPLICATIONS**

8.1 The additional monthly cost (including oncosts) for the Corporate Director, Social Services & Housing to act as Chief Executive is £1,555.

8.2 The additional monthly cost (including oncosts) for a Head of Service to act as a Director is £2,016.

8.3 The additional total monthly cost for the two acting appointments is £3,571.

8.4 These short-term costs can be met from within the existing revenue budget.

## 9. **PERSONNEL IMPLICATIONS**

9.1 The personnel implications are included within this report.

## 10. **CONSULTATIONS**

10.1 All consultation responses have been reflected in this report.

## 11. **STATUTORY POWER**

11.1 Local Government Act 1972

Author: Lynne Donovan, Head of People Services

Consultees: Cllr. Philippa Marsden, Leader of the Council  
Cllr Jamie Pritchard, Deputy Leader  
Cllr. Colin Gordon, Cabinet Member for Corporate Governance  
Cllr Colin Mann, Leader, Plaid Cymru  
Cllr Kevin Etheridge, Leader, Independent Group

Robert Tranter, Head of Legal Services and Monitoring Officer  
Steve Harris, Head of Corporate Finance/s.151 Officer  
Richard Edmunds, Corporate Director, Education & Corporate Services  
Mark Williams, Corporate Director, Economy & Environment



## **COUNCIL – 5<sup>TH</sup> OCTOBER 2021**

**SUBJECT: NOTICE OF MOTION – ABOLITION OF CAR PARKING CHARGES IN TOWN CENTRE CAR PARKS**

**REPORT BY: CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES**

### **1. PURPOSE OF REPORT**

- 1.1 Council is asked to consider the Notice of Motion as set out in paragraph 5.1 of the report and make an appropriate recommendation, in accordance with Rule 11(3) of the Constitution the motion was first considered by Environment and Sustainability Scrutiny Committee at its meeting on the 14<sup>th</sup> September 2021 and was not supported.

### **2. SUMMARY**

- 2.1 A Notice of Motion has been received from Councillor K. Etheridge and is supported by Councillors A. Farina-Childs, R. Gough, N. Dix, B. Owen and G. Simmonds.
- 2.2 The Notice of Motion meets the criteria set out in the Council's Constitution and in accordance with the Council's Rules of Procedure was first considered by the Environment and Sustainability Scrutiny Committee, Members debated the motion and by a majority voted not to support the motion.

### **3. RECOMMENDATION**

- 3.1 Council are asked to consider the notice of motion the Notice of Motion as outlined in paragraph 5.1 and make an appropriate recommendation.

### **4. REASONS FOR THE RECOMMENDATION**

- 4.1 In accordance with the Council's Constitution.

### **5. THE REPORT**

- 5.1 **Notice of Motion**

Councillor Etheridge in his notice of motion calls on the Council to abolish charges within the Town Centre Car Parks in order to help traders and businesses within our Towns when a review is conducted in September

Free Parking has seen an increase of cars using car parks and has been a success in improving trade and footfall over the past 2 months and it is essential that our towns remain vibrant and successful.

## **6. ASSUMPTIONS**

- 6.1 As a notice of motion is a procedural matter and must be dealt with in accordance with Council's Constitution, no assumptions have been made.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 This report does not require an Integrated Impact Assessment as it relates to a procedural matter under the Council's Constitution.
- 7.2 The procedural rules regarding a Notice of Motion are contained within Council's Constitution as adopted in May 2002. The Council's Constitution sets out the framework for the decision-making roles and responsibilities.
- 7.3 However the outcome of the Notice of Motion and any subsequent reports arising from it may require an Integrated Impact Assessment.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 There are no financial implications associated with this report.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications associated with this report.

## **10. CONSULTATIONS**

- 10.1 The Notice of Motion was considered by the Environment and Sustainability Scrutiny Committee at its meeting on the 14<sup>th</sup> September 2021 the comments of the Committee are summarised below.
- 10.2 Councillor Etheridge summarised his motion and advised that a petition of 440 signatures would also be presented to Council on this matter. He thanked Cabinet for the 12-month suspension of charges but to remove uncertainty for retailers asked the Scrutiny Committee to support the motion and abolish car parking charges permanently and emphasised the importance of supporting town centre business and traders.
- 10.3 Members expressed concern that abolishing car parking charges would not assist in the rotation and flow of traffic in town centres, particularly for smaller car parks such as The Twyn in Caerphilly and would prefer to see a limited free parking allocation for

example 2-3 hours. Currently this car park is full by 9am by the staff and employees of the various business in that area, this in turn disperses shoppers' cars into side streets or loading bays causing congestion. It was felt that car parking issues needed to be looked at in a much wider context and welcomed the involvement of a Task and Finish Group but that this needed to be fast tracked if its recommendations were to make an impact on Town Centre recovery. The Member suggested that a traffic flow survey might give a true representation of use.

Officers confirmed that Cabinet were acutely aware of the issues and that these issues were exacerbated at the Twyn car park due to its size and explained the implications in terms of traffic regulations orders and the time this would take. It was however confirmed that a further report on this specific issue was due to be considered by cabinet. An Officer also explained that although a traffic count was easy to set up it was very resource intensive as it required a manual count by staff to note registration and identify length of stay etc. Members asked whether volunteers could be used for this and the Officer explained that this was a possibility but explained that they would require training, and this would also take time.

- 10.4 A Member applauded the extension to September 2022 but expressed concern for smaller town centres and smaller car parks as so much of the COVID recover process was still unknown. He emphasised the impact that any reduction in foot fall would have on a town centre like Risca, which had the smallest foot fall of the town centres and felt that any proposed solutions must be looked at in the longer term.
- 10.5 Reference was made to the income generated by car parks and Officer's confirmed that was estimated to be between £630k-£700k and the service costs between £550k-£600k, providing an approximately £100k surplus, which is invested into other highways services. Without it, the infrastructure division would either need to make £700k of savings or the Authority would need to introduce a budget to replace the lost income.
- 10.6 Members sought clarification as to Park and Ride charging and the Officer confirmed that there was currently no charge in Park and Ride car parks as part of a drive to promote and increase the use of public transport while avoiding users seeking to park in residential side streets..
- 10.7 Having been fully considered and debated and in noting that there were 3 For, 6 Against and 2 Abstention the motion was declared lost and Council be advised that the Environment and Sustainability Scrutiny Committee did not support the notice of motion.

## **11. STATUTORY POWER**

### **11.1 Local Government Act 2000**

Author: Emma Sullivan (Senior Committee Services Officer)

Appendices: Appendix 1 Signed copy of Notice of Motion.

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**NOTICE OF MOTION – ABOLITION OF CAR PARKING CHARGES IN TOWN CENTRE  
CAR PARKS**

To consider the undersigned Notice of Motion standing in the name of County Borough  
Councillor K. Etheridge and supported by the Members listed.

'We call on the Council to abolish charges within the Town Centre Car Parks in order to help  
traders and businesses within our Towns when a review is conducted in September

Free Parking has seen an increase of cars using car parks and has been a success in  
improving trade and footfall over the past 2 months and it is essential that our towns remain  
vibrant and successful.'



Signed: Councillors K. Etheridge

Supported by: Councillors N. Dix, A. Farina-Childs, R. Gough, B. Owen, G. Simmonds.

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## **COUNCIL – 5<sup>TH</sup> OCTOBER 2021**

**SUBJECT: NOTICE OF MOTION – REAL NAPPIES**

**REPORT BY: CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES**

### **1. PURPOSE OF REPORT**

- 1.1 Council is asked to consider the Notice of Motion as set out in paragraph 5.1 of the report and make an appropriate recommendation, in accordance with Rule 11(3) of the Constitution the motion was first considered by Environment and Sustainability Scrutiny Committee at its meeting on the 14<sup>th</sup> September 2021 and was supported.

### **2. SUMMARY**

- 2.1 A Notice of Motion has been received from Councillor A. Farina Childs and is supported by Councillors A. Angel, N. Dix, K. Etheridge, J.E. Fussell, G. Simmonds, C. Mann, J. Roberts, C. Bishop, B. Owen.
- 2.2 The Notice of Motion meets the criteria set out in the Council's Constitution and in accordance with the Council's Rules of Procedure was first considered by the Environment and Sustainability Scrutiny Committee, Members debated the motion and by a majority voted to support the motion.

### **3. RECOMMENDATION**

- 3.1 Council are asked to consider the notice of motion the Notice of Motion as outlined in paragraph 5.1 and make an appropriate recommendation.

### **4. REASONS FOR THE RECOMMENDATION**

- 4.1 In accordance with the Council's Constitution.

### **5. THE REPORT**

#### **5.1 Notice of Motion**

Councillor Farina-Childs asked in his notion of motion: -

To ask that Caerphilly County Borough Council to implement a voucher system to encourage families to switch from disposable nappies to reusable nappies.

- 5.2 Councillor Farina-Childs provided the following information in support of his notice of motion.

Single use nappies are made using plastics, elastics, adhesive, paper pulp and chemicals, they are resources expensive using up oil and lots and lots of trees, nappies do not readily degrade and can leach toxins into the ground. It costs 3 times as much to get a disposable nappy to landfill or incineration than it does to buy it. In a 2<sup>1</sup>/<sub>2</sub> - year period each baby will produce approximately 5,000 nappies, filling 156 black bags (the equivalent weight of an average family car), with a cost to parents of between £700 - £1,300.

Other local authorities in Wales have already adopted cashback incentive schemes to make the switch to reusable nappies, through a simple application process.

As a Council dedicated to waste reduction and carbon neutrality this simple scheme could reduce waste, save money for families in and save our environment.

## **6. ASSUMPTIONS**

- 6.1 As a notice of motion is a procedural matter and must be dealt with in accordance with Council's Constitution, no assumptions have been made.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 This report does not require an Integrated Impact Assessment as it relates to a procedural matter under the Councils Constitution.
- 7.2 The procedural rules regarding a Notice of Motion are contained within Council's Constitution as adopted in May 2002. The Council's Constitution sets out the framework for the decision-making roles and responsibilities.
- 7.3 However the outcome of the Notice of Motion and any subsequent reports arising from it may require an Integrated Impact Assessment.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 There are no financial implications associated with this report.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications associated with this report.

## **10. CONSULTATIONS**

- 10.1 The Notice of Motion was considered by the Environment and Sustainability Scrutiny Committee at its meeting on the 14<sup>th</sup> September 2021 the comments of the Committee are summarised below.

- 10.2 Councillor Farina-Childs summarised this motion and advised that he had brought this forward after being approached by a resident.
- 10.3 Members supported the implementation scheme as a good start but felt that it should also be supported by a communication/social media promotion campaign.
- 10.4 Officers confirmed that while it was true that nappies in landfill don't degrade, Caerphilly waste is incinerated. Members were advised that contact had been made with other authorities who presently run the scheme and they had confirmed that take up numbers had been very low with scheme administration costs being relatively high when considering take up within schemes. Members were asked to note that should the scheme go forward then a budget allocation would need to be established.
- 10.5 Member sought clarification as to how the scheme would be administered and the Officers confirmed that it would likely to be operated on demand by the Caerphilly Cares Service. It was noted that a separate report would be required to Cabinet to outline the aspects and costs of the proposed scheme.
- 10.6 Members felt the proposal was an excellent idea but should also be considered in the longer term by investigating the possible involvement of partner organisations such as the Health Board who could participate in raising awareness with parents and potentially sharing costs.
- 10.7 Members felt that having declared a climate emergency we should actively encourage the re-use option wherever possible.
- 10.8 Members having fully considered the notice of motion voted by majority, in noting there were 9 For and 1 Against to support the motions recommendation to Council.

## **11. STATUTORY POWER**

### 11.1 Local Government Act 2000

Author: Emma Sullivan (Senior Committee Services Officer)

Appendices: Appendix 1 Signed copy of Notice of Motion.

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**NOTICE OF MOTION – REAL NAPPIES**

Notice of Motion Standing in the Name of County Borough Councillor Andrew Farina-Childs and supported by the undersigned Councillors: -

To ask that Caerphilly County Borough Council implement a voucher system to encourage families to switch from disposable nappies to reusable nappies.

I provide the following information in support of my motion:

Single use nappies are made using plastics, elastics, adhesive, paper pulp and chemicals, they are resources expensive using up oil and lots and lots of trees, nappies do not readily degrade and can leach toxins into the ground. It costs 3 times as much to get a disposable nappy to landfill or incineration than it does to buy it. In a 2<sup>1</sup>/<sub>2</sub>-year period each baby will produce approximately 5,000 nappies, filling 156 black bags (the equivalent weight of an average family car), with a cost to parents of between £700 - £1,300.

Other local authorities in Wales have already adopted cashback incentive schemes to make the switch to reusable nappies, through a simple application process.

As a Council dedicated to waste reduction and carbon neutrality this simple scheme could reduce waste, save money for families in and save our environment.



Councillor A. Farina-Childs

Supported By:

Councillors A. Angel, N. Dix, K. Etheridge, J.E. Fussell, G. Simmonds, C. Mann, J. Roberts, C. Bishop, B. Owen.

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## **COUNCIL – 5<sup>TH</sup> OCTOBER 2021**

**SUBJECT: ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES AND HOUSING**

**REPORT BY: CORPORATE DIRECTOR SOCIAL SERVICES AND HOUSING**

### **1. PURPOSE OF REPORT**

- 1.1 The attached reports were presented to the Social Services Scrutiny Committee on the 13<sup>th</sup> September 2021. The reports provided the Scrutiny Committee with the key messages that have been identified in the preparation of the Annual Report of the Director of Social Services and Housing for both 2019/20 and 2020/21.

### **2. SUMMARY**

- 2.1 Part 8 of the Social Services & Wellbeing (Wales) Act 2014 (SSWBA) requires Directors of Social Services in Wales to publish an annual report about the exercise of the local authority's social services functions. The attached report has been written in a format that is compliant with the requirements of the SSWBA.
- 2.2 Unusually, this year Council has received two annual reports, one for 2019/20 and a further report for 2020/21. Due to the need for Social Services Departments in Wales to prioritise their responses to the Coronavirus pandemic, Care Inspectorate Wales allowed Directors to defer the production of their annual report for 2019/20 by 12 months.

### **3. RECOMMENDATIONS**

- 3.1 Council are asked to endorse and adopt the reports for 2019/20 and 2020/21 prior their submission to Welsh Government, Care Inspectorate Wales and publication on the Authority's website.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 Statutory guidance requires the Corporate Director for Social Services and Housing to present the Annual Report to Council for its adoption.

## **5. THE REPORT**

- 5.1 This report is an opportunity for the Statutory Director of Social Services and Housing to provide a summary of the effectiveness of Caerphilly County Borough Council in delivering Social Services to its citizens.
- 5.2 The format and content of the report is prescribed by CIW and outlines in some detail how we addressed our priorities for the financial years in question.
- 5.3 As I am sure Members would expect the annual report for 2020/21 centres very much around the Directorates response to the pandemic. The detail of the report is very much based on reports submitted during the year to Social Services Scrutiny Committee and as part of the corporate response reports submitted to full Council.
- 5.4 Whereas, it is not my intention to repeat the detail of the annual report in this cover report I make no apology for wishing to put on record by gratitude to all of the staff in the County Borough who have played a part in delivering Social Services, whether they be employees of the Council or staff employed by our Independent or third sector partners. Likewise, some our decisions have had consequences for unpaid carers and I would like to thank them for their patience and understanding.
- 5.5 Scrutiny Committee now receive regular reports on the work of the Regional partnership Board and its associated sub groups and whilst still await Welsh Governments response to the white paper on rebalancing care and support, there is little doubt that the Regional Partnership Boards will continue to be increasingly influential.
- 5.6 I would also draw Members attention to the fact that despite, quite rightly, prioritising the response to the pandemic, the report for 2020/21 also reference the progress against other key objectives for the year and sets out our priorities for 2021/22.

## **5.7 Conclusion**

Once adopted by Council the Annual Director's Reports will be made available to Welsh Government, CIW, members of the public, partner agencies and stakeholders.

## **6. ASSUMPTIONS**

- 6.1 There are no assumptions made or presumed in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 This report has no decision-making requests and an integrated impact assessment does not apply.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The priority areas for development set out within the Annual Director's Report are aligned with the Social Services Medium Term Financial Plan (MTFP) and the

Directorates revenue budget. Much of the Directorates response to the pandemic was enhanced by grant funding from Welsh Government. As the Directorate transitions from this grant funding it will inevitably increase pressure on our revenue budget.

- 8.2 Likewise one of the consequences of the pandemic response is likely to be a continued increase in demand for social services across adults and children's services. Once again, this will increase pressure on our core revenue budget.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no direct personnel implications arising from this report.

## **10. CONSULTATIONS**

- 10.1 In order to produce the Annual Director's Report a wide range of information sources are taken into account including feedback from our customers and regulators/ inspectors. This feedback has been incorporated into the Annual Directors Report where relevant.
- 10.2 This report was presented to Social Services Scrutiny at its meeting on the 13<sup>th</sup> September 2021. The Scrutiny Committee made the following comments:-

"Members made reference to the MTFP, and enhanced grant funding from Welsh Government, and asked what the implication should funding cease. The scrutiny committee also asked if the pressures upon the revenue budget in the medium term continue, will the Directorate be able to cope or will there be a need to seek additional funds. Committee were advised that if grant funding ceased immediately the impact would be significant, with real problems for some independent service providers who have received additional funding to help them through the Pandemic. However, Members were reassured that WG have indicated that funding will continue into end of March 2022 plus there may potentially be additional recovery funding to help social care in Wales which we are awaiting additional information on and it is hoped that this will allow the additional funding to independent providers to continue. Reference was also made to challenges in Children's services and also capacity in Adult services.

The scrutiny committee referred to the priorities for 2020/21 and asked if the delayed training for staff will have an impact on resources and work pressures and the impact of DTOC being likely released back to the service. It was explained that the priority will be delivering the care service.

Members asked for clarification on the numbers of looked after children changing schools which was 12% in 2019/20. The committee was assured that the priority is to maintain current school placements when children move into another area but it will be reviewed at appropriate times such as end of school terms and in consultation with the child. Members were advised that often children will ask to move schools in order to attend the local school and be the same as other children in their community. Clarification was sought on the number of complaints upheld and partially upheld. It was explained that the complaints can contain several issues and the complaints figures show the number of issues and not complainants. Reassurance was given

that when issues are upheld that the department will look at the learning and contact the complainants to advise them what action has been taken”.

## **11. STATUTORY POWER**

### **11.1 Part 8 of the Social Services & Wellbeing (Wales) Act 2014.**

**Author:** Dave Street, Corporate Director Social Services & Housing  
street@caerphilly.gov.uk

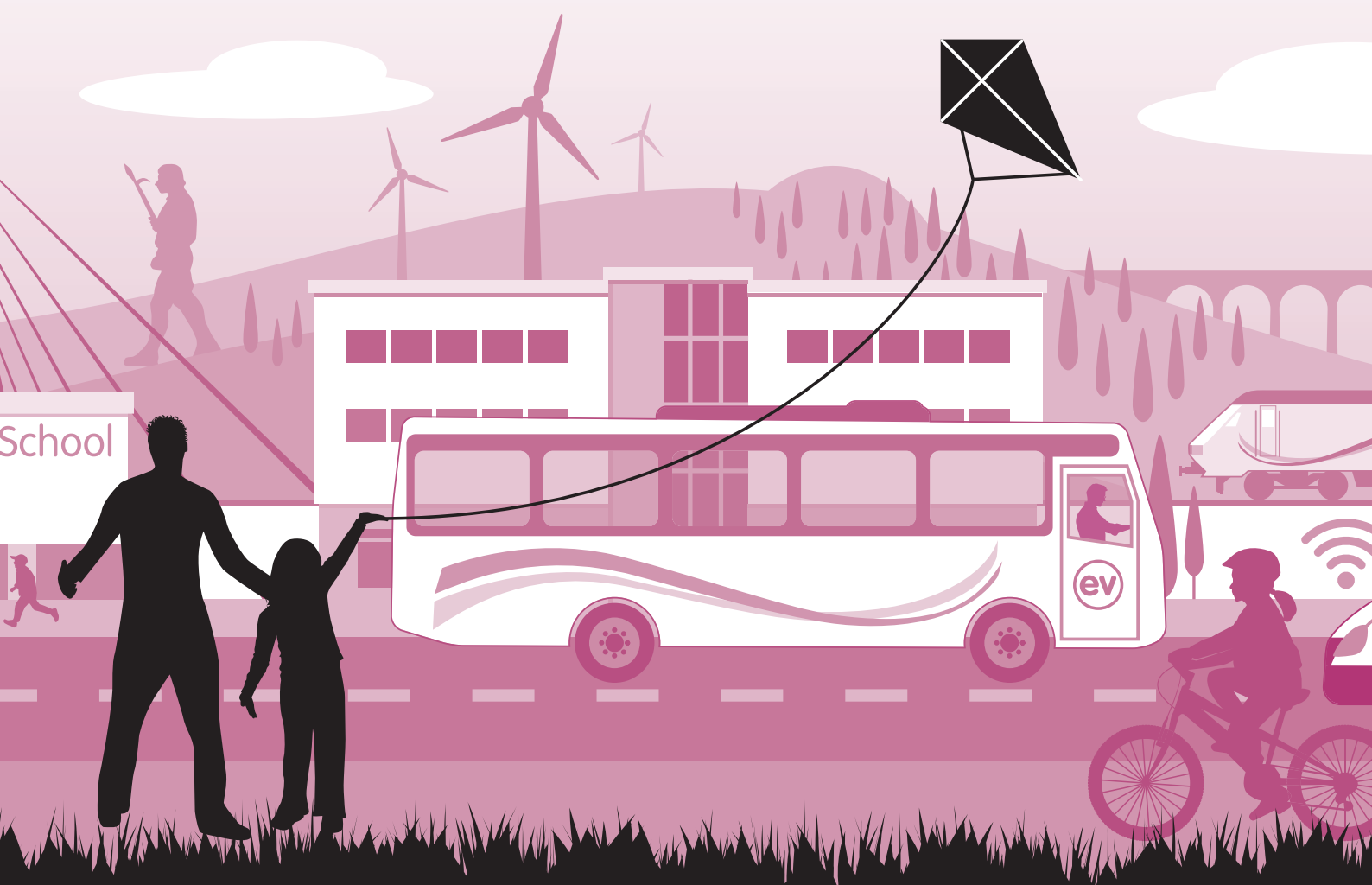
**Consultees:** Cllr Donna Cushing, Chair – Social Services Scrutiny  
Cllr Carmen Bezzina, Vice-Chair – Social Services Scrutiny  
Councillor Shayne Cooke, Cabinet Member for Social Care  
Christina Harray, Chief Executive  
Richard Edmunds, Corporate Director of Education and Corporate Services  
Mark S. Williams, Corporate Director for Economy and Environment  
Jo Williams, Assistant Director Adult Services  
Gareth Jenkins, Assistant Director Children’s Services

**Appendices:**

Appendix 1 Annual Report of the Director of Social Services & Housing 2019/20  
Appendix 2 Annual Report of the Director of Social Services & Housing 2020/21

# Caerphilly County Borough Council

# ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES & HOUSING 2019-2020



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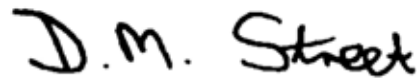
# 1

## Introduction

The availability of my annual report for 2019/20 is obviously much later than would normally be the case. Due to the outbreak of the Coronavirus pandemic in early 2020, local authorities were permitted to defer the report, hence why this report is being written at the same time as the report for 2021.

This report lays out the challenges faced during 2019/20 and how we responded to these challenges. It also lays out what were our priorities moving into 2020/21. Our progress against these priorities is contained in my report for 2020/21.

As we moved into the early months of 2020 it became clear our response to the pandemic had to be the priority for our services and this clearly impacted on how we could respond to some of these priorities.



**Dave Street**

*Corporate Director for Social Services & Housing*

# 2

## Director's summary of performance

Welsh Government has undertaken a major review of the performance measurement framework for Social Care. Caerphilly has been fully engaged in supporting this review with key officers attending workshops and steering group meetings. In the absence of a national performance framework, we continued to capture local performance information and some key measures for the period covered by this report are detailed below together with comparable information on performance in previous years.



### ADULT SERVICES

MEASURE	RESULTS 2017/18	RESULTS 2018/19	RESULTS 2019/20
% of adult protection enquiries completed within 7 days.	93	100	100
The average length of time adults (aged 65 or over) are supported in residential care homes (weeks).	158	174	215
Average age of adults entering residential care homes.	83	83	86
% of adults who have received advice and assistance from the information, advice and assistance service and have not contacted the service for 6 months.	90	95	98





## CHILDREN'S SERVICES

MEASURE	RESULTS 2017/18	RESULTS 2018/19	RESULTS 2019/20
% of assessments completed for children within statutory timescales.	93	90	94
% of re-registrations of children on local authority Child Protection Registers (CPR).	2	6	4
The average length of time for all children who were on the CPR during the year.	268	268	230
% of looked after children who have experienced 1 or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the year to 31st March.	10	7	12
% of looked after children on 31st March who have had three or more placements during the year.	11	9	11



## CARE LEAVERS

MEASURE	RESULTS 2017/18	RESULTS 2018/19	RESULTS 2019/20
% of all care leavers who are in education, training or employment at 12 months after leaving care.	51	51	50
% of all care leavers who are in education, training or employment at 24 months after leaving care.	61	45	53

# 3

## How are people shaping our services?

Caerphilly Social Services is committed to making sure that people are able to make their voice heard, whether this is about how our services are developed and delivered in the future or whether it is about a service they are receiving now. We do this in a number of different ways including, undertaking surveys, contract monitoring processes, responsible Individual visits, complaints and compliments, consultation events and feedback from Inspections.

All of our Regulated services are now registered under the Regulation and Inspection of Social Care (Wales) Act (RISCA) 2016. This has been a major piece of work completed in accordance with the statutory timescales.

Key activity undertaken by Care Inspectorate Wales and the Wales Audit Office during the period has included:

### Children's Services

- Thematic inspection into services for Care Leavers.

### Cross Directorate

#### 2019/20

- WAO Review of Local Authority arrangements for Corporate Safeguarding.
- Thematic inspection of Adult Safeguarding arrangements.

The reports for the above inspections were generally positive and although, understandably, they identified areas for



further development as opposed to areas of non compliance, they all recognised the good progress being made across service areas. All reports are available to view on the Inspectorate website at:

[careinspectorate.wales/our-reports](https://careinspectorate.wales/our-reports)

Periodic engagement meetings have continued to be held with the Care Inspectorate Wales (CIW) involving the Senior Management Team and the Cabinet Member for Social Services & Wellbeing.

Social Services has a Statutory process that has to be followed when someone is unhappy with our services and wishes to make a complaint. We endeavour to ensure that the handling of complaints is quick and effective with the result that the majority of issues are able to be resolved as early as possible.

During 2019/20, the Directorate received 144 Stage 1 complaints. The majority of the complaints were resolved to the customer's satisfaction at Stage 1 and this is due to the efforts that are placed on resolution at Stage 1 of the process.

The Complaints and Information Team record whether complaints are upheld, partially upheld or not upheld. This enables the Directorate to note any themes and trends from the findings to improve future practice and identify any isolated incidents of poor practice that may require attention.

**During 2019/20 we received 144 Stage 1 Complaints and managed 5 Stage 2 Complaints**

Of the 144 complaints received at Stage 1 in 2019/20, the following outcomes were noted:

- 16 were closed, as the matters were resolved early or signposted to other processes, e.g. legal process.
- 9 complaints were upheld.
- 14 complaints were partially upheld.
- 105 complaints were not upheld.

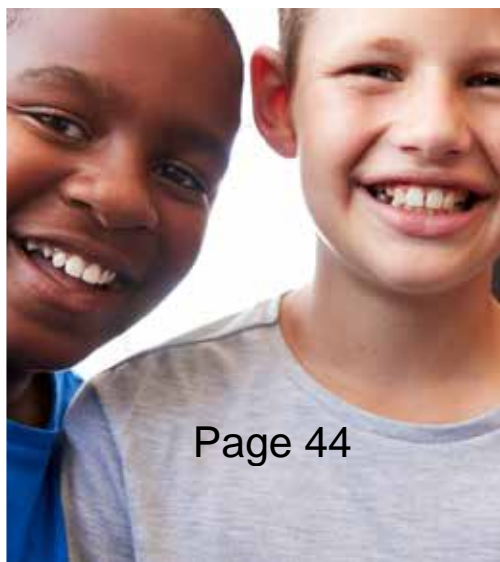
During 2019/20, the Directorate received 5 requests to progress complaints to a Stage 2 formal investigation, a minimal decrease from the previous year when there 6 Stage 2 investigation. All 5 (100%) of the Stage 2 investigations related to Children's Services.

In addition, there were 11 contacts by our customers during 2019/20 to the Public Services Ombudsman for Wales (PSOW) a slight drop from 14 in the previous year.

The Directorate appreciates the importance of learning from complaints and representations and it is recognised that equal emphasis needs to be placed on learning from positive outcomes.

Praise is received by teams in the form of thank you cards, letters and emails and these are sent to the Complaints and Information Team for them to record. In 2019/20, 281 compliments were received, of which 228 (81%) related to Adult Services and 53 (19%) related to Children's Services. In addition, annual survey responses by some service areas results in positive feedback that can be used to measure the success of the Directorate in those areas.





# 4

## Promoting and improving the wellbeing of those we help

### **Quality Standard 1: Working with people to define and co-produce personal well-being outcomes that people wish to achieve.**

In accordance with the requirements of the Social Services & Wellbeing (Wales) Act, staff within Caerphilly's Information, Advice and Assistance (IAA) Service are trained to undertake 'meaningful conversations' with service users, their families and carers about what really matters to them.

'Meaningful conversations' start with IAA staff the first time someone contacts us. These conversations concentrate on peoples strengths, on working with people to regain or maintain their independence and utilising their own skills and networks to achieve their desired outcomes wherever possible.

It is important to acknowledge that the majority of contacts for Children's Services are from professionals and as a result the 'what matters' conversations with the child and/or their family are unable to take place until an assessment for Care and Support has commenced.

**'You helped me when I didn't know what to do or where to go... thank you so much!'**

A guiding principle for Caerphilly Social Services is the promotion and maintenance of independence. For Children's Services, this means supporting families to stay together

and maintaining children within their homes and communities wherever it is safe to do so. This is underpinned by timely assessments of need and creative solutions being sought to help keep families together.

Whilst some families may have a negative view of Children's Social Services to start with, we ensure that children, young people and their parents and carers are fully involved in the assessment process and that they help to shape and influence their plan for care and support. Working in this way helps to improve working relationships over time.

**'I am feeling so much more confident now thanks to the support I have had!'**

We have full access to the national citizen's wellbeing database called DEWIS so that people can have quick and easy access to information directly from a website rather than having to make a call to Social Services and/or speaking to a professional where they may prefer not to. We have a dedicated lead officer to further progress the development of DEWIS.

To ensure that they have the opportunity to participate in consultations or purely making their views known all children have access to an Independent Advocate who can support them in meetings to ensure their voices are heard. We have also developed Parent Advocacy through partnership working funded by Families First.



## **98% of our assessments were completed within the statutory timescale and over 700 children were supported to remain living within their families.**

During 2019/20, 98% of adults who received advice and assistance from the IAA did not contact the service again within the next 6 months. This is a positive message as it suggests that the advice and assistance received helped people to retain their independence, choice and control.

We continue to make use of our assessment beds which are located in Ty Clyd and Ty Iscoed residential homes. These beds help to prevent people going to hospital unnecessarily and enable them to be discharged in a timely manner.

Supporting people to remain or regain their independence is a key objective for all who work within Social Services.

## **How we addressed our priorities for 2019/20:**

- The Compassionate Communities programme has been embedded in the north of the borough, with staff located in GP surgeries attending Multi Disciplinary Team (MDT) meetings, providing advice information and assistance to individuals. Post feedback has been received from people about the impact it has had in terms of reducing isolation.
- A single point of contact for GPs and other professional referrals to Primary Care Mental Health Services has been established through IAA and the Space-Wellbeing Panels.
- In partnership with Health, integrated wellbeing networks have been established across the borough that map all the resources available for people. Numerous engagement events have been held with communities, the third sector and community connectors linking services together for the benefit of individuals and communities.



## What are our priorities for 2019/20?

- To expand the compassionate communities project across the whole of the borough.
- Work with the Health Board to enable staff to have different conversations with people to better understand their desired outcomes.

### **Quality Standard 2: Working with people and partners to protect and promote people's physical and mental health and emotional wellbeing.**

Caerphilly CBC recognises the importance of working with people and our partners to improve outcomes for children and young people and this will continue to be a priority for us going forward.

Caerphilly are active partners in the Gwent wide Children and Families Strategic Partnership which is prioritising the development of integrated approaches to supporting children and young people including therapeutic support for children Looked After through the regional development of the My Support Team (MyST) service across the five Local Authorities. This service was originally developed in Caerphilly in 2017.

Caerphilly MyST, is a multi disciplinary therapeutic intervention service supporting the most challenging children and young people to prevent placement breakdown and prevent the need for children to be placed in high cost residential provision outside the County Borough.

**'With MyST I have been able to return to live with my dad - I never thought that would happen.'**

The Gwent wide Attachment Trauma Service has been offering advice, consultation and training to Caerphilly social work teams with the aim of supporting children and young people to remain living at home or remain in stable foster placements.

In response to a small number of particularly challenging children, we purchased a property to develop a second Children's Home within the County Borough and recruited a residential staff team. Due to having to use the property for an emergency placement, refurbishment works were delayed and it is anticipated that the home will become fully operational during the coming year.

Across Adult Services, we continue to develop our Community Resource Team (CRT) which offers a rapid response to people's medical and social needs. In addition we have developed a discharge to assess pathway in Ysbyty Ystrad Fawr which has been recognised national as an area of good practice, the Data Unit are currently producing a YouTube video to promote the service and tell peoples stories of using the pathway.

**'My carers treat me with total respect and dignity - that is really important to me.'**

During the year we have focused on identifying and developing services for carers to support them in their caring role. We held a series of events during carers week, we listened to what carers told us, developed social media sites and focused on events.

We recognise that people don't want to be in hospital for any longer than necessary. We have therefore increased the number of domiciliary care providers on our framework to enable us to arrange more packages of care so people can be discharged home as soon as they are well enough.

**'We would never have been able to stay living in our own home and together if it hadn't been for your help. You really listened to us.'**

The Council has six residential care homes for older people, which it owns and runs, all of which have adopted the Dementia Care Matters approach. Two of our homes, Brodawel and Ty Iscoed, have achieved 'butterfly status' which is the nationally recognised mark of good practice. All our homes are now registered under Regulation Inspection Social Care Act as required.

The average age of adults entering residential care homes was 86 years.

The average length of time adults (aged 65 or over) are supported in residential care homes is 215 days, illustrating our commitment to enable people to stay in their own homes for as long as possible.

We continue to work with our health colleagues in integrated mental health teams to develop the services we provide to promote people's mental health and emotional wellbeing.

### **How we addressed our priorities for 2019/20:**

- The Discharge to assess model has been developed to look at different pathways for people with particular focus on people in the Elderly Frail Unit in YYF to prevent unnecessary admission to a ward. Excellent working relationships have been established with the medical lead, staff attend board rounds daily and have successfully taken people home and followed them up without the provision of services. This has been acknowledged by the Delivery Unit as good practice.
- Funding from ICF has been secured to ensure the scheme continues across ABuHB hospitals and an independent review is being undertaken by IPC to evaluate the effectiveness of the projects in the programme.
- Refurbishment works on a property to develop a second residential children's home in the Borough commenced.
- Caerphilly agreed to host the regional leadership posts for the MyST Service on behalf of the Gwent Children and Families Partnership.

### **What are our priorities for 2020/21:**

- Expand the Home First ethos to include Prince Charles Hospital in Merthyr Tydfil.
- Secure funding to expand Home First to cover the Grange University Hospital.



- Implement the nationally agreed 4 pathways in respect of Discharge to Assess to improve outcomes for individuals.
- Expand the MyST service into Newport to complete the regional development.

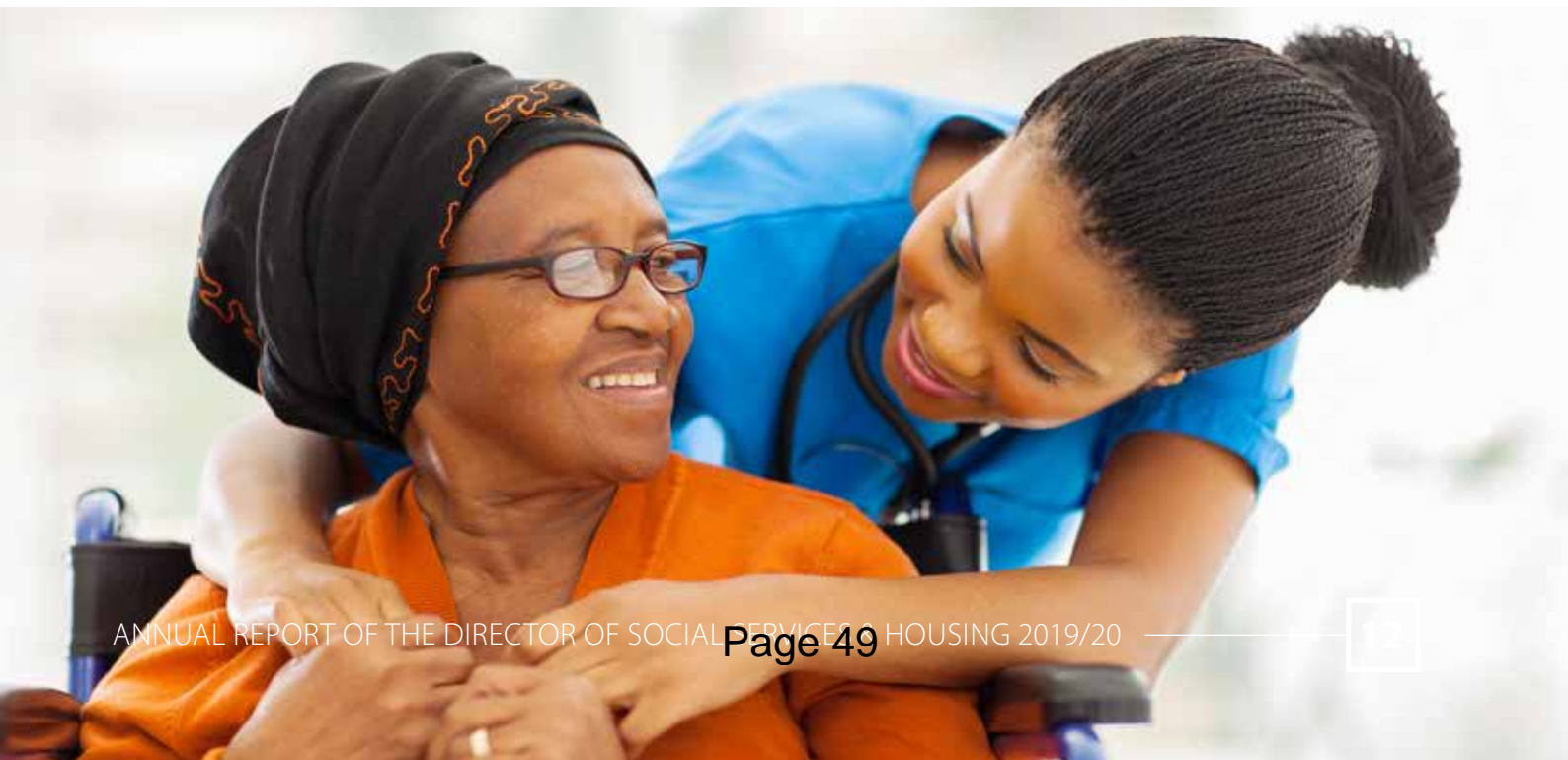
**Quality Standard 3: Taking steps to protect and safeguard people from abuse, neglect or harm**

Safeguarding children, young people and vulnerable adults is the most important thing that the Authority does. Consequently the Authority has ensured that it is a Corporate priority and responsibility. A cross Directorate Corporate Safeguarding Board is led by the Assistant Director for Children’s Service and chaired by the Cabinet Member for Social Services.

Safeguarding is everybody’s business and is a key theme running through the Social Services and Well Being (Wales) Act 2014. Consequently we make sure that our staff, contractors and partners are aware of their responsibilities in this area.

A Corporate Safeguarding Policy is in place and a programme of training and awareness raising is underway. Each service area has identified a Designated Safeguarding Officer (DSO) and periodic practice development groups are held to support the DSOs. The Corporate Safeguarding Board produces an Annual Report for Elected Members. The Welsh Audit Office undertook a review of Corporate Safeguarding arrangements in the Council during 2019 and the findings were used to develop a work programme for the Board to implement.

The arrangements for improving safeguarding policies, procedures and practice across the region are led by the South East Wales Safeguarding Boards (SEWSCB and GWASB) and the Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV) Board. These Boards are supported by a Business Unit funded by the statutory partners and hosted by Caerphilly. The Boards have a clear governance structure and their work is supported by a set of sub groups. Caerphilly are active partners on these Boards.



- **100%** of adult protection enquiries were completed within 7 days.
- **98%** of initial Child Protection Conferences were carried out within statutory timescales.
- **98%** of all Child Protection Reviews were carried out in timescale.
- **100%** of children on the Child Protection Register have an allocated Social Worker.
- **100%** of children Looked After have an allocated Social Worker.

The Boards agreed to establish a single Adults and Children’s Safeguarding Board during 2019/20. This has enhanced shared learning across the two sectors and enabled the development of better joint working across the region.

**‘I didn’t realise it at the time but all you did for me actually kept me safe and protected!’**

Within the Council, responsibility for children’s and adults safeguarding sit within Children’s Services. Although discrete service areas, they are all managed by one Service Manager and capacity and resilience has been improved as a result. Decisions are made on all referrals within 24 hours ensuring full compliance with statutory procedures. The existing national procedures have been reviewed and are expected to be re-launched during 2020.

We continue to provide training on ‘Ask and Act’ to all front line staff so they can recognise the signs of domestic abuse.

**‘I used to think I was broken - now, thanks to you, that has all changed’**

We closely monitor services we commission in terms of the quality of care they provide and this covers domiciliary care, supported living and long term care homes.

### **How we addressed our priorities for 2019/20:**

- **Building on the success of merging the Safeguarding Case Practice Review Group across Adults and Children, the Safeguarding Board Business Unit support the merger of the separate Adults and Children’s Boards. The new single joint Board became fully operational during the year.**
- **The recommendations of the WAO review of Corporate Safeguarding arrangements resulted in the development of a robust action plan that continued to be monitored by the Board.**

- Education Safeguarding transferred from Children's Services to the Local Education Authority.

### What are our priorities for 2020/21:

- Embed the new All Wales Safeguarding Procedures.
- Develop a Council wide Learning Management System (LMS) to record safeguarding training attendance and completion.
- Introduce a Safeguarding Self Assessment Tool for Service areas.

### Quality Standard 4: Encouraging and supporting people to learn, develop and participate in society

Supporting children Looked After and young people Leaving Care to reach their full potential and achieve positive outcomes is a key priority for Children's Services and the Corporate Parenting Group.

Caerphilly has a proven track record of supporting young people into further and

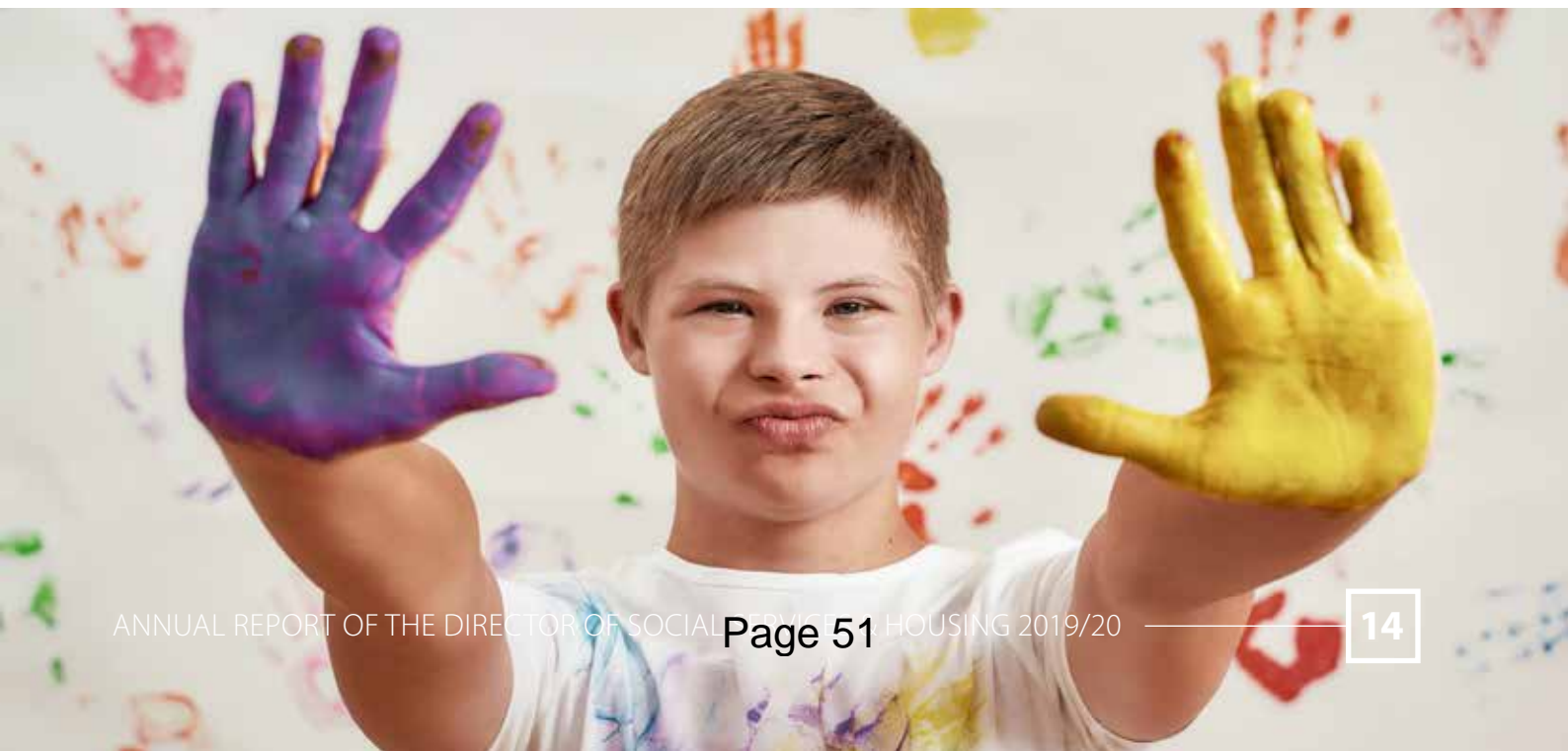
higher education and a number of Care Leavers have gained Degrees and similar qualifications.

**'School was the only thing that stayed the same for me and I loved being able to stay there.'**

50% of Care Leavers continued to be engaged in education, training or employment 12 months after leaving care.

We recognise that it is important for people to be more self reliant and maintain their independence enabling them to participate fully in society and their local community.

The local authority employs a number Community Connectors who have developed a database of activities taking place in local areas so they are able to signpost or take people to clubs and activities that interest them, such as 'knit and natter', art classes, craft groups, men's sheds and luncheon clubs.







**'I didn't have a clue where to start to try and get help from my mum - and then you helped me.'**

We have embedded the DEWIS information system so people can access information for themselves 24 hours a day, 7 days a week.

**'You have no idea what it means to me to know that she is cared for when I have to go out myself.'**

Supporting carers is key. We have developed a carers skill swap system which is going from strength to strength. Carers are contacting each other and swapping skills for example, one carer did another's ironing in exchange for a sitting service to enable them to attend a birthday party.

### **How we addressed our priorities for 2019/20:**

- Using ICF grant funding, we created a Community Connector post for children and families in the Intensive Support Team which offers preventative services to children assessed to be on the 'edge of care'.
- DEWIS has been used to record and promote resources available for people to meet their own outcomes.

### **What are our priorities for 2020/21?**

- Embed a Family Meeting Service within the Intensive Support Team to help families identify solutions to issues that they may be facing and reduce the numbers of children coming into care.
- To promote and develop volunteering opportunities for people within tier communities.

### **Quality Standard 5: Supporting people to safely develop and maintain healthy domestic, family and personal relationships**

We want to support children, young people and adults to be as socially active as possible, to feel they can make decisions for themselves and keep themselves safe.

We have embedded the "what matters conversations" across the Directorate and trained staff to enhance their skills to focus on outcomes, the strengths and assets of people, their families and networks.

We recognise that people having fulfilling relationships with those they are close to is really important for their well-being.

**'Family Time (contact) is supervised but I totally understand why and I am so lucky to have the chance.'**

For children Looked After, maintaining contact with their families and their home communities is really important and Children's Services do everything they can to ensure contact arrangements meet the needs of everyone involved and are positive events.

Within Adult Services, we continued to recruit carers to our Shared Lives Scheme to enable us to offer more choice and increase the number of placements we are able to offer in family homes to people of all client groups. We also made funding available to allow adaptations to people's homes, such as ramps and showers to allow people to remain independent. We are working with health to develop a bespoke service for people in crisis in respect of their mental health which will be a separate arm of the service.

We have continued to facilitate Carers Groups across the county borough to enable carers to meet socially over a coffee. Our Carers Team attend many events to promote their service and their efforts have been recognised.

With our partners we have updated the Strategy for Learning Disabilities and during consultation meetings with our citizen groups, people told us that relationships are really important to them. This is now a fundamental part of the 'what matters' conversations and reviews are ensuring we are outcome focused.

We recognised that we had more work to do on supporting relationships and this became a priority for us going forward in terms of expansion of the My Mates club.

Within Children's Services, wherever possible and whenever safe to do so, we ensure children are placed as close to their home communities as possible in order to support their links with their family and home.

There are increasing demands being placed on us to recruit more foster carers in order to meet the needs of children and young people. We continue to run a radio recruitment campaign which has helped us increase the enquiries we receive and the assessments that we are undertaking. We are fully engaged in the National Fostering Framework developments looking at an all Wales approach to recruitment, retention and support services for foster carers.

Recruitment of qualified social workers in the Children's Services Locality Teams continued to be challenging and the Market Supplement that was introduced to attract applicants was reviewed during the year.

### **How we addressed our priorities for 2019/20:**

- **Recruitment of Social Workers continued to be monitored throughout the year and the Market Supplement was reviewed and agreed it needed to continue.**
- **ICF grant funding was utilised to expand the Shared Lives Service with recruitment of more carers and very positive feedback being received.**
- **The Learning Disability Strategy was reviewed and ambassadors identified to champion the work and engage with wider stakeholders across the sector.**



## What are our priorities for 2020/21?

- Develop the mental health project arm of South East Wales Shared Lives Scheme and expand the pilot area from Newport to Caerphilly.
- Promote membership of My Mates for people with a learning disability to develop personal relationships and friendships.
- Continuation of the secondment scheme for staff to undertake the Social Work Degree.

## Quality Standard 6: Working with and supporting people to achieve greater economic wellbeing, have a social life and live in suitable accommodation that meets their needs.

Children's Services actively support Looked After Children to engage in education and training and provide individual support wherever necessary. Children and young

people are encouraged to make the best use of their leisure time and are supported to engage in community activities wherever possible.

**'You trusted me with my own place and with your continued support I have succeeded to keep it all going.'**

Children's Services have a well established working protocol with Housing to ensure we can provide appropriate support to young people facing homelessness. We have a range of supported accommodation available including shared living provision, supported lodgings and supported tenancies. We continue to review this provision and look to identify further opportunities for new developments.



## Key performance includes:

- **100%** of Looked After Children have a plan for permanence in place by the time of their second CLA Review (within 4 months of becoming Looked After).
- **100%** of young people leaving care have an allocated worker to support them and we keep in touch with 100% of our care leavers up to the age of 21 years.
- **50%** of care leavers were engaged in education, training or employment 12 months after leaving care.

Within Adult Services, during the refresh of the Learning Disabilities Strategy, people clearly told us where they lived was very important to them. They wanted independence with some support. Taking on board this message we opened a series of flats in Ashfield Road which enabled people to have their own front door but with targeted support when needed.

We are working with our colleagues in Housing to review the current accommodation we have available to see if it can be used differently to increase the range of choices for people.

**'They make me feel I am equal and like one of the family - it is the best!'**

As a Council we are committed to developing dementia friendly communities so people can be supported to participate in normal activities of daily living such as shopping, banking and eating out. You will see the dementia friendly signs in local establishments and many people wearing the blue flower

badge indicating they have been trained as a dementia friend.

You may also see many different displays and themes reflecting people's former lives. These change regularly and can reflect current events. The homes are now divided into small house units each with its own staff team so they can really get to know the residents.

The physical environment within some of the homes has also changed with the introduction of primary colours reflecting people's choice of their bedroom door and communal areas are brighter and more defined.

**'Staff encourage me to continue to do as much as I can for myself but it is so reassuring to know they are there if I need them.'**

With our partners we piloted an expansion of our Shared Lives Scheme to look at a health initiative which provides placements with families to prevent people going into hospital and/or facilitating them being discharged to a



family home. This enables people to have time to recover, receive more therapy interventions and have an assessment of their needs in more appropriate surroundings. We are committed to this alternative model of accommodation.

### **How we addressed our priorities for 2019/20:**

- ICF was used by the Gwent Local Authorities to develop reablement services for people with memory loss and/or dementia. Caerphilly decided to appoint a part time Community Psychiatric Nurse and a Carers' Support Officer and both are in post.
- We submitted a bid for ICF Capital funding to purchase a property to develop a third residential children's home in the Borough which was successful.

- We have identified a potential property developer who specialises in bespoke accommodation for young Care Leavers as an alternative to the use of B&B accommodation and they are looking for properties within the Borough.

### **What are our priorities for 2019/20?**

- Develop the Mill road flats for independent living for adults with a disability.
- Make an application to the Cardiff Challenge Fund for employment opportunities for people with a learning disability.
- Contribute to the development of regional plans for shared residential provision for young people in crisis.



# 5

## How we do what we do

### **Our workforce and how we support their professional roles**

Our staff are our greatest asset; a skilled and motivated workforce are essential to safeguard and support vulnerable people, promote independence and enhance service delivery. Ensuring that frontline practitioners and managers are supported and well trained is crucial to the success of our service. Our workforce is relatively stable with good staff retention. However, we have continued to experience challenges in recruiting to specific teams within Children's Services and the Market Supplement incentive has been extended.

We have a joint Workforce Development Team with Blaenau Gwent County Borough Council and they are responsible for delivering a training and development strategy that supports development opportunities for staff at all levels in Social Services.

The Authority holds workforce development responsibility for the whole care sector. The Care Sector employs over 3,000 staff with

approximately 50% employed by the local authority and 50% by independent and third sector.

### **Our financial resources and how we plan for the future**

Budget management is embedded as a core function of Divisional Management Teams (DMTs) and the Senior Management Team (SMT) with the Financial Services Manager being a member of the Senior Management Team. Budget reports are discussed at DMTs and SMT on a regular basis and these management teams are the key players in the development of the financial strategy of the Directorate.

An analysis of the spend per head of population indicates that Caerphilly's spend on Children's Services, Adults with Learning Disabilities and Adults aged 65+ is less than the average for Wales. Spend on Adults with Physical Disabilities is just above the Welsh average but spend on Adults with Mental Health Needs in Caerphilly is around 56% higher than the Welsh average.



The most significant growth in demand during 2019/2020 has continued to be in the following areas:

- **Independent sector residential care for children.**
- **Nursing care for older people.**
- **Domiciliary care to support people in their own homes.**
- **Residential and nursing care for people with learning disabilities.**

### **Our partnership working, political and corporate leadership, governance and accountability**

Part 9 of the Social Services & Well-being (Wales) Act places a key emphasis on partnership working and to this end the authority is now a part of the Greater Gwent Regional Partnership Board (RPB) with the other four local authorities in Gwent and the Aneurin Bevan University Health Board.

The work of the RPB has a major influence over the work of social services in Caerphilly and in particular with the Aneurin Bevan University Health Board.

Since its inception the RPB has produced:

- **An Area Plan.**
- **A Market Position statement which outlines the provision of existing services and what services may be required in the future.**
- **An Annual report which pulls together all of the work of the RPB.**

Further information on the work of the RPB and copies of the above reports can be found at its website at [www.gwentrpb.wales](http://www.gwentrpb.wales)

However, our partnership working is not limited to the RPB. We have a significant range of services provided with other local authorities and partners including:

- **A joint workforce development team with Blaenau Gwent.**
- **A Gwent frailty Service developed in conjunction with the four other local authorities and the health board.**
- **A joint Regional Safeguarding Board covering all partners across Gwent.**
- **A Shared Lives scheme run on behalf of six local authorities.**

Political support for Social Services in Caerphilly CBC remains strong. Despite the very difficult financial settlement for the authority, additional funding was allocated to help us meet some of the financial pressures from an increasingly ageing population.

The Corporate Director for Social Services & Housing is a member of the Council's Corporate Management team which meets weekly to consider key decisions on strategic and operational priorities, prior to these issues/decisions going onto Scrutiny/Council.

There is an Executive Member for Social Services who sits on the Council's Cabinet and also attends the Social Services Scrutiny Committee with senior Managers.

Scrutiny Committee consisting of sixteen elected members meets every six weeks to oversee the performance of the Directorate and to consider any policy / service developments prior to them being considered by Cabinet.







# Annual Report of the Director of Social Services & Housing 2020-2021



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# 1

## Introduction

I would like to start my Annual Report for 2020/21 by paying tribute to all of the staff in the County Borough who have played a part in delivering Social Services, whether they be employees of the Council or staff employed by our Independent or third sector partners. Staff have shown great flexibility in changing roles and responding to the needs of some of the most vulnerable members of the community. As everyone will be aware the emergence of the Coronavirus pandemic brought with it unprecedented challenges for public services throughout Wales and it has been no different for Social Services in Caerphilly.

Inevitably in responding to the crisis, the Directorate has had to look at the way it delivers services and deploys its resources very differently. Some services have had to be paused, staff redeployed into new areas of work and resources redirected to deal with priorities that often emerged overnight.

I fully acknowledge that some of these changes have and continue to have an impact on the people who receive our services and their carers. Whilst we continue to put services back in place it is important that we take any opportunities to learn lessons and modernise services to make sure they are sustainable through what are going to be a very challenging few years for everyone involved with social care.

Staff have had to work very closely alongside our partners in the Aneurin Bevan University Health Board, Education, Housing, the independent sector and the third sector.

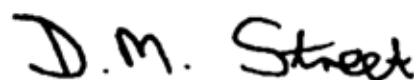
Hopefully, as I write this report, we are beginning to see us all moving towards a recovery pathway and whilst this is obviously

welcomed, there is little doubt that the impact in terms of the way we deliver services will be felt for years to come. There has been significant learning from the pandemic, both positive and negative and as we move forward we will need to be mindful of alternative ways of delivering services required as people come to terms with the outcome of the pandemic.

As a result the 2020/21 Director's Annual Report looks different to reports published in previous years. This year's report primarily focuses on how the Directorate responded to the pandemic to ensure critical frontline service delivery was able to be maintained to support our most vulnerable children and adults. However, you will also see reference to the progress made on some of our other key priorities and it's a great credit to the staff involved that these priorities have been progressed at the same time as responding to the challenges of the pandemic.

It is also important to note that National performance reporting was suspended for the year because a new National Performance Framework is scheduled to be implemented by Welsh Government.

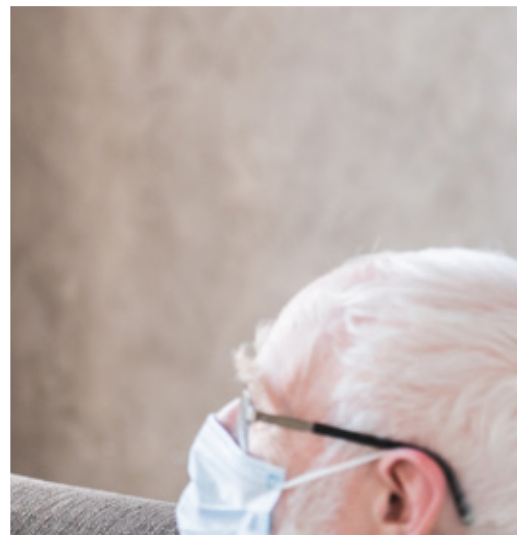
In summary, the 2020/21 Annual Report serves to highlight the key areas that the Directorate has had to respond to during the pandemic as well as identifying actions that had previously been agreed to be implemented during the year and new priorities to focus on as we move forward.



**Dave Street**

*Corporate Director for Social Services & Housing*







# 2

## Responding to the Covid-19 pandemic 2020/21

### Workforce

As a result of the initial lockdown guidance, day centres had to be closed and day centre staff were redeployed to care homes for older people or supported living homes. This was partly as a result of the fact that the majority of people attending day services were in the shielding category but was also part of our contingency plan should we lose high numbers of staff to the pandemic in key front line services. Early redeployment enabled those staff to understand the service area and build relationships with people.

Staff were also redeployed to Track /Trace / Protect and the Buddy Scheme if they were unable to undertake their normal duties.

Support for staff has been vital during this period. The Council has invested in IT to enable staff to work from home, actively encouraged staff to work flexibly and on a weekly basis sends information to staff regarding wellbeing support services available to them.



### Supporting the Independent Sector

One of the early initial issues that emerged was in terms of the provision of Personal Protective Equipment (PPE). Early on supplies of PPE were fragmented and there were some difficult periods in terms of sourcing supplies of adequate volume and quality. I would like to thank staff in the authority's Procurement team in helping us through difficult times. It was a great relief that after the initial challenges, the supply has remained strong and to give an illustration of the scale of the task, the authority has now issued just over 10 million items of PPE across the sector.

At the start of the pandemic, the Directorate took the decision to pay all independent sector providers two months in advance as a contingency payment should there be any issues with the financial payment systems. For domiciliary care providers this was paid on planned activity.

As already stated, throughout the pandemic the commitment of staff from within the Directorate and from our independent and third sector partners has been exceptional.

Staff from our Contract and Commissioning Team have proactively called providers on a weekly basis to offer support in terms of ensuring they understand the regularly changing guidance issued by Public Health Wales, Care Inspectorate Wales and Welsh Government. They have worked with the Health Board to produce weekly situation reports, assisting homes where required to recruit agency staff and sharing good practice.



We have worked hard with the sector and the Health Board to implement the testing regime across closed settings, providing staff to deliver and collect the swabs to ensure we continue to protect staff, vulnerable residents and where appropriate, children.

Both residents and staff in all Older People's Care Homes in the Borough, who have consented to the vaccination, have received both their first and doses.

We have worked with the Health Board to identify and vaccinate all front line care staff in line with the JVCI guidance in relation to Priority Group 1, to enable them to continue providing vital services to vulnerable people.

## Service Resilience

Like the majority of Welsh Councils. Caerphilly CBC is hugely reliant on our independent sector partners. At the present time we commission around 70% of our residential care and domiciliary care services from the independent sector with the remaining 30% being provided by the authority itself.

Like all businesses across the private sector, independent social care providers have faced significant financial pressures during the pandemic. As well as additional staffing costs, homes have been impacted significantly by a reduction in the number of residents being admitted to homes with a significant loss of income.

To assist providers with these challenges Welsh Government have made payments from a "Hardship Fund" of £50 per place per week in care homes and an extra £1 per hour for domiciliary care providers. Whilst this funding will continue for the remainder of this financial year, it is of concern that there is no clarity about 2021/22.

It is unclear at this point with regard to the impact the pandemic will have on demand for certain services. We are aware that a number of people who have been supported in the community, as opposed to going to day centres, have expressed a wish that this continues in the future. Likewise, we are unable to predict future demand for residential and nursing care. This position will need to be monitored carefully but there will clearly be opportunities to reshape our services to meet likely future demand. Obviously, any reshaping proposals will be brought before Scrutiny as part of the decision making process.

## Social Work Services

The pandemic required us to rethink how our social work services were delivered. Working with colleagues across the Gwent region, the five Local Authorities agreed Regional Operational Guidance for both Children's and Adult Services.

In Children's Services, all referrals were prioritised on the basis of safeguarding concerns and investigations, children on the Child Protection Register, Children Looked After and children at immediate 'risk of care'. All cases were risk rated using a Red/Amber/Green (RAG) system authorised by Team Managers and these decisions have been routinely reviewed by Service Managers.

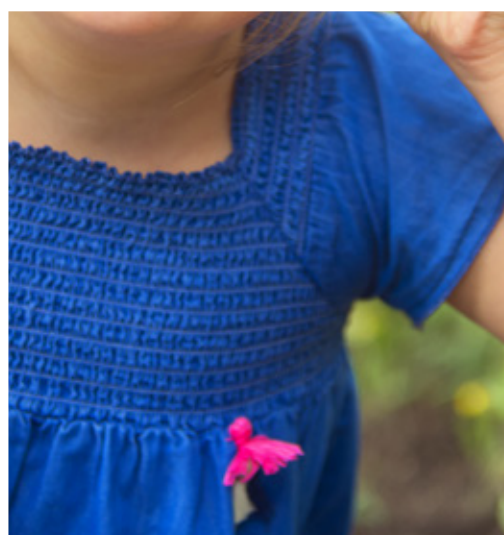
Within Adult Services, priorities were safeguarding concerns and investigations, carer breakdown and adults at immediate risk.

Across the whole Service, prior to any visits, we have adopted a triage approach to contacting families and service users to check if anyone in the household has Covid or is self-isolating, planning how to manage the visit and ensuring we observe Public Health advice in relation to social distancing and PPE.

Where feasible, virtual meetings/discussions have taken place and within Children's Services all court attendances were virtual using telephone or video conferencing with some contested hearings having to be postponed.







Public Law work is now back on track using virtual methods. All adult court cases have been virtual in respect of Deprivation of Liberty Safeguards and applications for Deputyship.

It was noticeable in Children's Services that referrals dipped for first 2-3 weeks of the initial lockdown but quickly returned to normal (year on year) levels. We also saw a spike in referrals in September, when schools started to return and are expecting to see the same again as restrictions begin to ease.



It is important to acknowledge that during the various lockdowns, the Directorate has been able to maintain Family Time (contact) between children in care and their parents. At times this has had to be restricted to children under 2 years old and any child subject of court order but all families are having some form of contact. Wherever possible we support contact outdoors and where not, we provide it indoors ensuring social distancing and PPE as appropriate.

## Support to Carers

At the start of the pandemic, the Directorate made a decision to keep two respite properties open, one for adults and one for children with the primary purpose of supporting carers to prevent crisis situations. Latterly we have re-opened the second adult respite property to meet increasing demand. All respite services have been able to offer bespoke solutions to crises.

The children's respite service worked closely with Trinity Fields Hub to provide support to families with children with the most complex needs. Significant positive feedback has been received in respect of the positive impact this had on families.

The adult respite properties have worked with the Social Work Teams to identify those people at highest risk of carer breakdown to support them with overnight respite, again excellent feedback has been received.

The Carers Team made proactive calls to everyone on their mailing list to check they were OK, regularly communicated with them promoting their services and put lots of activities on line. They offered small grants and engaged with third sector organisations regarding other services available to give a couple of examples. Specific activities were developed for young carers such as outdoor team building, assisting with provision of access to IT and carried out on line sessions such as 'meet and munch'.



We have commenced provision of community sessional opportunities for individuals who previously attended day centres. We are currently providing 620 hours per week sessional support for 138 individuals. Feedback has been very good in relation to these new opportunities which we plan to continue to provide going forward.



## Hospital Discharge

Very early on in the pandemic, it was clear that there was going to be a need to create capacity in hospitals across Gwent to cope with an influx of people with Covid-19. To facilitate this, significant numbers of people needed to be discharged from hospital into community settings. As the pandemic progressed, the position was made much more difficult by the fact that many of the residential and nursing homes in the region were unable to take admissions as they had existing residents or staff who had tested positive.

Subsequently, we have developed a Service Operating Procedure and Discharge Passport with the Health Board to enable people to be safely discharged from hospital and admitted to a care home.

These challenges placed huge pressure on domiciliary care services. Both the in-house provision and our independent sector colleagues responded magnificently to the challenge and we continue to discharge large numbers of people from hospital with re-ablement or care packages. We have increased our commissioning of domiciliary care by 11%.

Through the pandemic we have focused on supporting people at home to prevent unnecessary admissions to hospital. Emergency Care at Home (EC@H) staff have worked with the rapid responses nurses and doctors in the CRT to provide 'hospital at home' facilities.

# 3

## Priorities for 2020/21

In the 2019/20 my Directors Annual Report a number of priorities were identified to be completed during 2020/21. Naturally, progress in some of these areas has been hampered by the Covid-19 pandemic but progress made during the year against each one is detailed below:

- **Work with the Health Board to enable staff to have different conversations with people to better understand their desired outcomes.**

Training was initially delayed due to Covid but dates have been scheduled for Health and Social Care staff for 2021.

- **Expand the Home First ethos to include Prince Charles Hospital in Merthyr Tydfil.**

An Occupational Therapist was seconded to the front door of the hospital to prevent unnecessary admissions funded by winter pressures money. This worked well and good links have been established with PCH prevent project.

- **Secure funding to expand Home First to cover the new Grange University Hospital.**

Additional funding was secured from the Transformation Grant and the service was up and running to coordinate with opening of the hospital. Feedback from the Health Board has been excellent in relation to the impact of the service.

- **Implement the nationally agreed 4 pathways in respect of Discharge to Assess to improve outcomes for individuals.**

Work has commenced nationally and the pathways have expanded to 5 with Pathway Zero focussing on community support and prevention of unnecessary admissions. Outcome measures and data are currently being collated for benchmarking.

- **Expand the My Support Team (MYST) service into Newport to complete the regional development.**

The MyST service started to develop in Newport during the autumn of 2020 and became fully operational in January 2021.

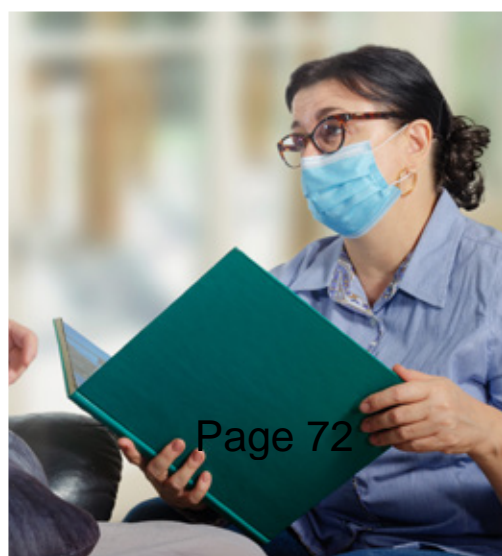
- **Embed the new All Wales Safeguarding Procedures.**

Staff training was rolled out following the launch of the new Procedures and existing policies and procedures systematically reviewed and updated to reflect the necessary changes. Caerphilly Safeguarding Leads continue to engage with the ongoing national working group.

- **Introduce a Safeguarding Self Assessment Tool for Service areas.**

This directly links to the Wales Audit Office Review of Corporate Safeguarding arrangements and the tool was developed and implemented at the end of 2019. Covid impacted on capacity for all service areas to complete the self audit during 2020 but plans are in place to recommence by the end of 2021.







- **Embed a Family Meeting Service within the Intensive Support Team to help families identify solutions to issues that they may be facing and reduce the numbers of children coming into care.**

Utilising Grant funding, three Family Meeting Co-ordinators have been recruited to cover the three main geographical areas of the Borough. Covid had a direct impact on the effectiveness of this service during the first half of 2020/21 but progress is now back on track with referrals increasing and positive outcomes being reported.

- **To promote and develop volunteering opportunities for people within their communities.**

This work is ongoing and links to Caerphilly Cares.

- **Develop the mental health project arm of South East Wales Shared Lives Scheme and expand the pilot area from Newport to Caerphilly.**

Aneurin Bevan University Health Board have confirmed permanent funding to expand the scheme which is a really positive development. The service has been recognised by the World Health Organisation with a case study used as good practice which has featured on webinars and ITV Wales News.

- **Promote membership of My Mates (a friendship support group) for people with a learning disability to develop personal relationships and friendships.**

My Mates has continued to provide a virtual service during the pandemic and excellent feedback has been received.



- **Develop the Mill Road flats for independent living for adults with a disability.**

Progress was delayed with regard to the build during the pandemic due to the lack of availability of building material and a colony of crested newts.

- **Contribute to the development of regional plans for shared residential provision for young people in crisis.**

Newport are leading on the development of integrated Health and Social Care accommodation for children in crisis. The development, known as Windmill Farm, is progressing well and it is anticipated that it will become operational late 2021.

# 4

## Looking forward: priorities for 2021/22

In addition to the priorities set for 2020/21, the Directorate has identified the following key priorities to be progressed during 2021/22:

- **Develop a Council wide Learning Management System (LMS) to record safeguarding training attendance and completion**
- **Continuation of the secondment scheme for staff to undertake the Social Work Degree.**
- **Implement the learning points from the CIW Assurance Check**
- **Modernisation of day services**
- **Progress the establishment of two new purpose built respite houses**
- **Plan for the potential ending of Integrated Care funding**



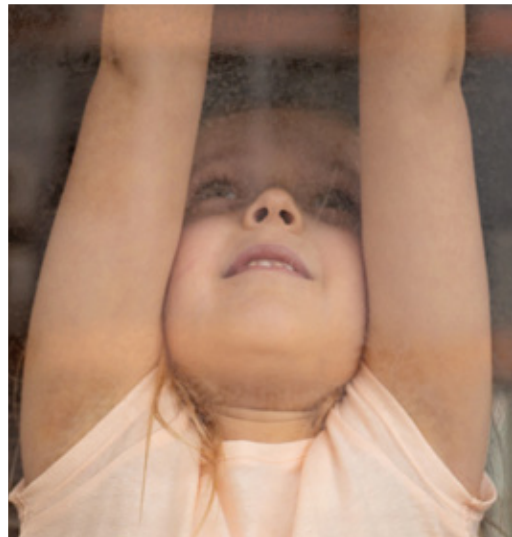
# 5

## Conclusion

The emergence of the Coronavirus pandemic has and continues to pose unprecedented challenges for the Social Services Directorate within Caerphilly County Borough Council. It is to the great credit of all our staff, together with our partners in the independent and third sectors that we have been able to respond as effectively as we have. The next few months are going to be unquestionably challenging as we have to balance continuing to respond to the pandemic with the focus on recovery and learning the lessons from the pandemic.









## COUNCIL – 5<sup>TH</sup> OCTOBER 2021

**SUBJECT:                   AUDIT WALES ENQUIRIES RETURN 2020/21**

**REPORT BY:               CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES**

### **1.       PURPOSE OF REPORT**

1.1     To present Council with responses to Audit Wales in relation to enquiries around our management processes relating to the prevention and detection of fraud, and compliance with laws and regulations in respect of disclosures in the 2020/21 Financial Statements.

### **2.       SUMMARY**

2.1     As part of their audit planning and to comply with International Auditing Standards, Audit Wales needs to gain an understanding of how the Council gains assurance over management processes and arrangements in relation to the detection and prevention of fraud and compliance with relevant laws and regulations in the preparation of the Financial Statements .

2.2     The Council's response to the questions raised by Audit Wales in respect of the 2020/21 financial year is appended to this report.

### **3.       RECOMMENDATIONS**

3.1     Council is asked to note the response appended to this report.

### **4.       REASONS FOR THE RECOMMENDATIONS**

4.1     To ensure that Council is aware of the responses to Audit Wales.

### **5.       THE REPORT**

5.1     As part of the external audit of the Authority's Draft Financial Statements for the year ended 31<sup>st</sup> March 2021, Audit Wales, in compliance with the International Auditing Standards, is required to refresh its understanding of how the Council gains assurance over management processes and arrangements.

5.2     The assurances are essentially around an understanding of our management processes to prevent and detect fraud and to ensure compliance with relevant laws and regulations in the preparation of the Council's Financial Statements.

5.3     The questions asked by Audit Wales in the attached document are standard for all Local Authorities and are not specific to Caerphilly CBC. The responses have already been endorsed by the Leader and are now presented to Council for noting prior to the audited

2020/21 Financial Statements being presented to the Governance & Audit Committee on the 12<sup>th</sup> October 2021 and then Full Council on the 14<sup>th</sup> October 2021.

## **Conclusion**

5.4 The report provides Members with the responses provided to Audit Wales.

## **6. ASSUMPTIONS**

6.1 No assumptions have been made in respect of this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only so an Integrated Impact Assessment is not required.

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no direct financial implications arising from this report.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications.

## **10. CONSULTATIONS**

10.1 Any comments received from consultees have been included within the report.

## **11. STATUTORY POWER**

11.1 Local Government Act 2000

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Cllr Philippa Marsden, Leader  
(Email: [marsdp@caerphilly.gov.uk](mailto:marsdp@caerphilly.gov.uk))

Appendices:

Appendix 1 Audit Wales Enquiries Return 2020/21



### Part 1: Matters in relation to fraud

International Standard for Auditing (UK and Ireland) 240 covers auditors responsibilities relating to fraud in an audit of financial statements.

The primary responsibility to prevent and detect fraud rests with both management, and 'those charged with governance' which is the full Council. Management, with the oversight of Council, should ensure there is a strong emphasis on fraud prevention and deterrence and create a culture of honest and ethical behaviour, reinforced by active oversight by those charged with governance.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error. We are required to maintain professional scepticism throughout the audit, considering the potential for management override of controls.

#### What are we required to do?

As part of our risk assessment procedures we are required to consider the risks of material misstatement due to fraud. This includes understanding the arrangements management has put in place in respect of fraud risks. The ISA views fraud as either:

- the intentional misappropriation of assets (cash, property, etc); or
- the intentional manipulation or misstatement of the financial statements.

We also need to understand how Council exercises oversight of management's processes. We are also required to make enquiries of both management and the Council as to their knowledge of any actual, suspected or alleged fraud. for identifying and responding to the risks of fraud and the internal controls established to mitigate them.

**Enquiries of management - in relation to fraud**

Question	2020-21 Response
<p>1. What is management’s assessment of the risk that the financial statements may be materially misstated due to fraud and what are the principal reasons?</p>	<p>Management is content that the risk of the financial statements being materially misstated due to fraud is low. This is due to the following: -</p> <ul style="list-style-type: none"> <li>• The identification of potential fraud is built into audit work as a matter of course and the Internal Audit Section provides ad hoc advice to service areas on request or where necessary. Instances of fraud remain low.</li> <li>• The Purchase Ledger Team receives notifications of potential creditor fraud from the South Wales Creditor Group, which allows us to monitor these suppliers and raise awareness amongst payments staff. The Internal Audit Section also receives these notifications and where issues are identified relevant advice or guidance on best practice is issued.</li> <li>• We maintain a software package (AP Forensics) to monitor Purchase Ledger payments. This package identifies potential instances of fraud and error that are investigated prior to the release of funds.</li> <li>• We actively participate in the National Fraud Initiative (NFI) and have been recognised for our good practice in this area.</li> <li>• We have an effective system of internal control underpinned by Financial Regulations and Standing Orders for Contracts. Compliance is good with no material issues being identified.</li> <li>• We work closely with the DWP’s Single Fraud Investigation Service in respect of Housing Benefit fraud.</li> </ul>
<p>2. What processes are employed to identify and respond to the risks of fraud more generally and specific risks of misstatement in the financial statements?</p>	<p>We have a number of key policies that are available on the Council’s Intranet including the following: -</p> <ul style="list-style-type: none"> <li>• Anti-Fraud, Bribery and Corruption Policy.</li> <li>• Anti-Money Laundering Policy.</li> <li>• Payment Card Industry Data Security Standard Policy.</li> <li>• Whistleblowing Policy.</li> <li>• IT Security Policy.</li> </ul>

**Enquiries of management - in relation to fraud**

Question	2020-21 Response
	<p>Any instances of alleged or suspected fraud are followed up and investigated. The number of instances are small and there have been no material matters that impact on the Financial Statements for the 2020/21 financial year.</p>
<p>3. What arrangements are in place to report fraud issues and risks to the Audit Committee?</p>	<p>One of the key functions of the Governance &amp; Audit Committee is to consider the effectiveness of the Council's risk management arrangements, the control environment and associated anti-fraud and corruption arrangements. Regular reports are provided to keep Members updated. The Governance &amp; Audit Committee reviews the Corporate Risk Register on a regular basis and is able to request Officers attend as necessary if further information or reports are required on any specific matters.</p> <p>At its meeting on the 26<sup>th</sup> January 2021, the Audit Committee was presented with the Audit Wales report 'Raising Our Game – Tackling Fraud in Wales'. This was followed by a further report presented to the Governance &amp; Audit Committee on the 8<sup>th</sup> June 2021, which provided a position statement for Caerphilly CBC against the recommendations in the Audit Wales report. A further report will be presented to the Governance &amp; Audit Committee during the 2021/22 financial year in respect of the Council's Counter-Fraud Strategy and Action Plan.</p> <p>Updates are also provided to the Governance &amp; Audit Committee on the National Fraud Initiative (NFI). The latest report was considered on the 26<sup>th</sup> January 2021 and included details of the outcomes of the NFI exercise 2018/20 and forward plans for the NFI exercise in 2021.</p> <p>The Annual Governance Statement (AGS) for 2020/21 includes 4 priorities for the 2021/22 financial year, 2 of which are the following: -</p> <ul style="list-style-type: none"> <li>• The Council's Risk Management Strategy will be reviewed and updated as appropriate.</li> <li>• We will ensure that the Council's ability to mitigate cyber risk is effective given the escalating global threats. This will include the development of a Cyber Security Strategy.</li> </ul>

**Enquiries of management - in relation to fraud**

Question	2020-21 Response
<p>4. How has management communicated expectations of ethical governance and standards of conduct and behaviour to all relevant parties, and when?</p>	<p>The Council's Constitution contains formal codes of conduct that articulate the standards of ethical behaviour that are expected from both Members and Officers. These incorporate procedures for the disclosure of personal interests and offers of gifts and hospitality.</p> <p>Both Members and Officers are made aware of the personal conduct and disclosure requirements and they are available for reference on the Council's Intranet.</p> <p>All declarations of Member gifts and hospitality are reported to the Council's Standards Committee. For Officers a quarterly update is given to the Council's Governance &amp; Audit Committee.</p> <p>Customer Services standards have been introduced as standards of behaviour adopted by the Authority that all staff should be adhering to.</p> <p>Core Policies are provided to staff on induction into the Authority. Core policies are also available on the Authority's Intranet, including the following: -</p> <ul style="list-style-type: none"> <li>• Financial Regulations and Standing Orders.</li> <li>• Anti-Fraud, Bribery and Corruption Policy.</li> <li>• Human Resources Portal – Managing Performance and Code of Conduct.</li> <li>• Information Governance/Data Protection.</li> <li>• Whistleblowing Policy.</li> <li>• Code of Conduct for Officers and Members.</li> </ul>
<p>5. Are you aware of any instances of actual, suspected or alleged fraud within the audited body since 1 April 2020?</p>	<p>Nothing material.</p>
<p>6. Are you aware of any fraud within the NHS Wales Shared Services Partnership since 1 April 2020?</p>	<p>Not applicable.</p>

**Enquiries of those charged with governance – in relation to fraud**

Question	2020-21 Response
1. How does the Council exercise oversight of management's processes for identifying and responding to the risks of fraud within the audited body and the internal control that management has established to mitigate those risks?	The Council has established a Governance & Audit Committee which has a range of responsibilities including consideration of the effectiveness of the Council's risk management arrangements, the control environment and associated anti-fraud and corruption arrangements.
2. Are you aware of any instances of actual, suspected or alleged fraud with the audited body since 1 April 2020?	Nothing material.

**Part 2: matters in relation to laws and regulations**

International Standard for Auditing (UK and Ireland) 250 covers auditors responsibilities to consider the impact of laws and regulations in an audit of financial statements.

Management, with the oversight of those charged with governance the Council, is responsible for ensuring that the Council's operations are conducted in accordance with laws and regulations, including compliance with those that determine the reported amounts and disclosures in the financial statements.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error, taking into account the appropriate legal and regulatory framework. The ISA distinguishes two different categories of laws and regulations:

- laws and regulations that have a direct effect on determining material amounts and disclosures in the financial statements;
- other laws and regulations where compliance may be fundamental to the continuance of operations, or to avoid material penalties.

**What are we required to do?**

As part of our risk assessment procedures we are required to make inquiries of management and the Council, as to whether the Council is in compliance with relevant laws and regulations. Where we become aware of information of non-compliance or suspected non-compliance, we need to gain an understanding of the non-compliance and the possible effect on the financial statements.

Enquiries of management – in relation to laws and regulations

Question	2020-21 Response
<p>1. How have you gained assurance that all relevant laws and regulations have been complied with?</p>	<p>The Council aims to ensure compliance with established policies, procedures, laws and regulations through a variety of mechanisms, including the following: -</p> <ul style="list-style-type: none"> <li>• Corporate Management Team.</li> <li>• Directorate Management Teams.</li> <li>• Heads of Service.</li> <li>• Head of Legal Services &amp; Monitoring Officer.</li> <li>• Head of Financial Services &amp; S151 Officer.</li> <li>• Senior Information Risk Owner (SIRO).</li> <li>• Data Protection Officer.</li> <li>• Internal Audit.</li> <li>• External Audit.</li> <li>• Performance Management Framework.</li> </ul> <p>The Head of Legal Services &amp; Monitoring Officer and the Head of Financial Services &amp; S151 Officer routinely attend each formal meeting of the Corporate Management Team and they also attend all Cabinet meetings. Furthermore, the standard committee reporting procedure and report template requires these Officers to examine reports to the Executive for compliance with legal and procedural issues. The report template also includes a section on financial implications which is reviewed by the Head of Financial Services &amp; S151 Officer.</p> <p>In addition to the above, the Authority has a Deputy Monitoring Officer and a nominated Finance Manager will represent the Head of Financial Services &amp; S151 Officer when required. This ensures that adequate cover for these roles is in place during periods of sickness absence or annual leave.</p>
<p>2. Have there been any instances of non-compliance or suspected non-compliance with relevant laws and regulations since 1 April 2020, or earlier with an ongoing impact on the 2020-21 financial statements?</p>	<p>None.</p>



3. Are there any potential litigations or claims that would affect the financial statements?	None.
4. Have there been any reports from other regulatory bodies, such as HM Revenues and Customs which indicate non-compliance?	The Council received a penalty of £11,743.74 from HMRC during the 2020/21 financial year in respect of an IR35 issue in a school.
5. Are you aware of any non-compliance with laws and regulations within the NHS Shared Services Partnership since 1 April 2020?	Not applicable.

**Enquiries of those charged with governance – in relation to laws and regulations**

Question	2020-2021 Response
1. How does the Council, in its role as those charged with governance, obtain assurance that all relevant laws and regulations have been complied with?	<p>The Council has established a Governance &amp; Audit Committee whose terms of reference comply with the latest CIPFA guidelines. These extend to monitoring and reviewing the adequacy of the Council's governance framework.</p> <p>A Corporate Governance Review Panel has also been established to oversee the compilation of the Annual Governance Statement (AGS), which is presented to both the Governance &amp; Audit Committee and Council as part of the Financial Statements. Membership of the Panel is as follows: -</p> <ul style="list-style-type: none"> <li>• Corporate Director for Education &amp; Corporate Services (Chair).</li> <li>• Head of Financial Services and S151 Officer.</li> <li>• Head of Legal Services &amp; Monitoring Officer.</li> <li>• Interim Head of Transformation.</li> <li>• SIRO/Head of Customer &amp; Digital Services.</li> <li>• Internal Audit Manager.</li> <li>• Cabinet Member for Performance, Economy &amp; Enterprise.</li> <li>• Chair of Governance &amp; Audit Committee.</li> </ul>

**Enquiries of those charged with governance – in relation to laws and regulations**

Question	2020-2021 Response
2. Are you aware of any instances of non-compliance with relevant laws and regulations?	None.

**Part 3: matters in relation to related parties**

International Standard for Auditing (UK and Ireland) 550 covers auditors responsibilities relating to related party relationships and transactions.

The nature of related party relationships and transactions may, in some circumstances, give rise to higher risks of material misstatement of the financial statements than transactions with unrelated parties.

Because related parties are not independent of each other, many financial reporting frameworks establish specific accounting and disclosure requirements for related party relationships, transactions and balances to enable users of the financial statements to understand their nature and actual or potential effects on the financial statements. An understanding of the entity's related party relationships and transactions is relevant to the auditor's evaluation of whether one or more fraud risk factors are present as required by ISA (UK and Ireland) 240, because fraud may be more easily committed through related parties.

**What are we required to do?**

As part of our risk assessment procedures, we are required to perform audit procedures to identify, assess and respond to the risks of material misstatement arising from the entity's failure to appropriately account for or disclose related party relationships, transactions or balances in accordance with the requirements of the framework.

**Enquiries of management – in relation to related parties**

Question	2020-21 Response
<p>1. Confirm that you have disclosed to the auditor:</p> <ul style="list-style-type: none"> <li>• the identity of any related parties, including changes from the prior period;</li> <li>• the nature of the relationships with these related parties;</li> <li>• details of any transactions with these related parties entered into during the period, including the type and purpose of the transactions.</li> </ul>	<p>The Authority is required to disclose material transactions with related parties i.e. bodies or individuals that can potentially control or influence the Authority, or to be controlled or influenced by the Authority. During the 2020/21 financial year, transactions and year-end balances of related parties arose as follows: -</p> <p><b>Welsh Government</b> – The Welsh Government has significant influence over the general operations of the Authority in respect of providing the statutory framework within which the Authority operates, providing the majority of funding in the form of revenue and capital grants, revenue support grant and NNDR. Details of revenue support grant and NNDR Pool transactions are summarised in Note 11 of the 2020/21 Draft Financial Statements.</p> <p><b>Precepts and Levies</b> - Note 9 of the Draft Financial Statements provides details of precepts collected on behalf of other organisations and amounts levied on the Authority by Joint Committees.</p> <p><b>Members</b> - Members of the Council have direct control over the Authority’s financial and operating policies. The total of Members allowances paid in 2020/2021 is shown in Note 16 of the Draft Financial Statements. During the year all but one of “declaration of interest” returns were received showing that there were no other material related party transactions identified involving these individuals.</p> <p><b>Chief Officers</b> - Details of chief officers’ emoluments are provided in Note 17 of the Draft Financial Statements. All “declaration of interest” returns were received from Directors which did not identify any other material related party transactions.</p> <p><b>Other Public Bodies (subject to common control by central government)</b> - The Authority has pooled budget arrangements with the Aneurin Bevan University Health Board in respect of the Gwent Frailty Project.</p> <p><b>Pension Contributions</b> - Employer contributions are made to the Teachers’ Pension Agency and the Greater Gwent (Torfaen) Pension Fund in respect of the Authority’s employees. Further details of amounts involved are shown in Note 13 of the Draft Financial Statements.</p>

	<p><b>Other Entities Controlled or Significantly Influenced by the Authority</b> - The Education Achievement Service (EAS) is a limited company that provides advisory and inspection services to the Local Education Authority and its schools. Activities of the company are funded by Caerphilly, Blaenau Gwent, Monmouthshire, Newport and Torfaen County Borough Councils. Further details are provided in Note 45 of the Draft Financial Statements.</p>
<p>2. What controls are in place to identify, authorise, approve, account for and disclose related party transactions and relationships?</p>	<p>The Council's Democratic Services Team maintains registers of interest for all Members, which are updated routinely on an annual basis. Members are also advised to notify Democratic Services of any changes as they occur. The Register of Interests for each Member are available on the Council's website. In addition to this process Members and Seniors Officers are also asked by Corporate Finance to complete a 'Disclosure of Interest' form as part of the annual accounts process.</p> <p>Staff are also asked to disclose details of interests and gifts and hospitality. These are routinely reported to the Governance &amp; Audit Committee.</p>

**Enquiries of the those charged with governance – in relation to related parties**

Question	2020-21 Response
<p>1. How does the Council, in its role as those charged with governance, exercise oversight of management's processes to identify, authorise, approve, account for and disclose related party transactions and relationships?</p>	<p>Necessary disclosures are included in the Financial Statements which are reviewed and endorsed by the Governance &amp; Audit Committee annually prior to Council consideration and approval.</p> <p>As mentioned above, the wider staff group is also asked to disclose details of interests and gifts and hospitality, with these being routinely reported to the Governance &amp; Audit Committee.</p>



## COUNCIL - 5TH OCTOBER 2021

**SUBJECT: CAERPHILLY COUNTY BOROUGH COMMUNITY  
INFRASTRUCTURE LEVY (CIL)**

**REPORT BY: CORPORATE DIRECTOR FOR ECONOMY AND  
ENVIRONMENT**

### 1. PURPOSE OF REPORT

- 1.1 To delegate power to the Regeneration Project Board to determine the priorities for the charging authority's Community Infrastructure Levy (CIL) spend in line with the Council's Strategic Priorities and to present them to cabinet for decision
- 1.2 To delegate power to the Regeneration Project Board to determine the priorities for CIL expenditure in non-Community Council areas in line with the Council's Strategic Priorities.

### 2. SUMMARY

- 2.1 In May 2018, Cabinet agreed that a Regeneration Project Board be set up with a cross-party political representation of Councillors plus key officers to consider and evaluate regeneration projects and opportunities for the Caerphilly County Borough.
- 2.2 During January 2019 Cabinet resolved to release £1.2m of reserves for the Regeneration Board prioritised projects, in addition to the Board's existing £300k budget. This was further supplemented in April 2021 and again in July 2021 when the Cabinet resolved to allocate an additional 2 allocations of £1.0m to the Development Fund budget for prioritised capital regeneration projects. This brings the total allocated Development Fund budget to £3.5m.
- 2.3 In December 2020 Cabinet resolved to allocate £50,000 seed money to the Regeneration Board for 2020/21 to progress concepts and ideas under the 'Licence to Innovate' Scheme. Due to the success of the initiative, 7 July 2021 Cabinet approved a proposal for a further £200k to be set aside for the scheme.
- 2.4 The total funding allocated to the Regeneration Project Board, including 'Licence to Innovate' to date is therefore £3.75m. As at the 31 August 2021, there is an active overall Regeneration Development Fund of circa £1.566m and a balance of £0.209m in the 'Licence to Innovate' Fund.



- 2.5 The Community Infrastructure Levy (CIL) is a statutory levy on qualifying development, which is collected by the charging authority, in this case Caerphilly County Borough Council. The CIL is one mechanism for funding infrastructure identified on the CIL 123 Regulation List to support development in accordance with the Adopted Caerphilly County Borough Local Development Plan up to 2021 (LDP).
- 2.6 At the 31 August 2021, £3.63m in CIL receipts has been received and £2.9m CIL funding remains available. It is worth noting that CIL can be utilised to lever in funds that would not otherwise be available, i.e. to match or attract other funding.
- 2.7 An additional £86.7k of CIL funds has been retained for spend within non-Community Council areas to ensure equity with those areas that have a Community/Town Council and therefore receive an element of CIL funding. Procedures for prioritising these retained funds have not yet been established.
- 2.8 A CIL Assessment Panel was previously established to consider CIL spend when the CIL was first introduced. To date, the decision has been taken not to spend any CIL funds to enable a reasonable level of funding to be accrued that could deliver appropriate infrastructure.
- 2.9 Approval is now sought to stand the CIL Panel down and utilise the Regeneration Project Board to prioritise all CIL spend from both the general CIL fund and the retained CIL for non-Community Council areas.

### **3. RECOMMENDATIONS**

- 3.1 That Council delegates power to the Regeneration Project Board to determine the priorities for the Charging Authority's CIL spend in line with the Council's Strategic Priorities and CIL regulation 123 List for subsequent consideration by Cabinet.
- 3.2 That Council delegates power to the Regeneration Project Board to determine the priorities for CIL expenditure in non-Community Council areas in early consultation with the ward member as outlined in paragraph 5.21 and in line with the Council's Strategic Priorities.
- 3.3 That Council delegates power to the Regeneration Project Board for approval of schemes in non-Community Council areas of under £20,000.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To utilise the established Regeneration Project Board to ensure a fair, consistent and transparent means of prioritising schemes for CIL funding.
- 4.2 To utilise the established Regeneration Project Board to ensure a fair, consistent and transparent means of prioritising schemes for CIL funding, as outlined in paragraph 5.20-5.22, within non-Community Council areas.
- 4.3 To speed up decision making for small scale infrastructure projects.

### **5. THE REPORT**

#### **Regeneration Project Board**

- 5.1 On 30<sup>th</sup> May 2018 Cabinet agreed that the Regeneration Project Board be set up. The Terms of Reference of the Board were approved by Cabinet at the same meeting.
- 5.2 At the June 2018 Board meeting, a Project Prioritisation Toolkit was approved to prioritise projects, and this was subsequently agreed by Council on 17<sup>th</sup> July 2018.
- 5.3 The Regeneration Project Board is supported by a Regeneration Assessment Panel comprising officers from a range of service areas. This Panel assesses projects using the Toolkit. The Assessment Panel has met on numerous occasions to consider prioritised lists of capital projects which have been identified by the Board. These for the most part have been evaluated and considered by the Regeneration Project Board before being presented to Cabinet for approval.
- 5.4 The Council has already committed to funding the development of projects and further funding has been secured to enhance and support the Regeneration Project Board Development Fund, the fund having a total budget of £3.75m. This has allowed several projects to be considered for development support, prioritisation and funding.
- 5.5 In December 2020 Cabinet resolved to allocate £50,000 seed money to the Regeneration Board for 2020/21 to progress concepts and ideas under the 'Licence to Innovate' Scheme. Due to the success of the initiative, Cabinet on 7 July approved a proposal for a further £200k to be set aside for the scheme.
- 5.6 As at the 31 August 2021:
  - Regeneration Development Fund - £1.9m has been allocated leaving a residual balance of £1,566,000
  - Licence to Innovate Fund - £40,689 has been allocated leaving a residual balance of £209,311.

### **Background to CIL**

- 5.7 The CIL was introduced on 1 July 2014 within Caerphilly County Borough.
- 5.8 CIL is a statutory levy on qualifying development and is intended to be a significant tool for the delivery of the Council's aspirations in terms of infrastructure that cannot be funded through other means and for which no alternative funding mechanisms are available.
- 5.9 CIL can also be utilised to lever in additional funding that would not otherwise be available, for example, to match or attract other funding. Match funding of the Council's contribution would enable delivery of infrastructure of greater value than could otherwise be sought.
- 5.10 In line with the CIL Regulations, CIL receipts are dispersed as follows:
  - 80% is retained by the charging authority for funding infrastructure to support development in accordance with the LDP;
  - 15% is passed to the respective Community Council; and
  - 5% covers the Council's CIL administrative costs.

- 5.11 Caerphilly County Borough does not have 100% coverage by Community Councils. However, the CIL Regulations allow the Council to make a proportion of CIL receipts available to fund appropriate infrastructure in those areas that do not have a Community Council. In adopting CIL the Council agreed to administer the 15% of the CIL receipts in those areas without coverage as a ring-fenced pot for the provision of infrastructure in areas where there is no Community Council coverage.
- 5.12 In order to implement CIL appropriate procedures and processes were set up for Caerphilly County Borough Council, as the charging authority, to collect and administer the CIL. The CIL Regulations set out specific procedures for collecting CIL and these procedures are currently undertaken by the Support Services Manager in the Planning Division as part of the planning application process.
- 5.13 At the time of implementation of CIL, Council agreed that utilising existing Council procedures and decision mechanisms would be the most appropriate to administer the CIL. A fair and equitable process to prioritise funding across a potential multitude of vastly differing infrastructure schemes was established. This process is as follows:
- i.) A Service Area that has an infrastructure requirement submits a scheme to the Assessment Panel for consideration for CIL funding;
  - ii.) All schemes submitted are assessed and scored against a series of criteria to provide a numerical ranking;
  - iii.) The ranked schemes be the subject of a Report to Cabinet for due consideration for funding; and
  - iv.) The financial implications are outlined in the annual budget report.
- 5.14 To facilitate the process, a set of assessment criteria was identified and a CIL Assessment Panel, comprising representatives from service areas that would be unlikely to submit schemes for CIL funding, was established. To date the Assessment Panel has not considered any schemes as it was considered appropriate to accrue an appropriate CIL budget before seeking to deliver the necessary strategic infrastructure.
- 5.15 At the 31 August 2021, £3.63m in CIL receipts has been received.
- 5.16 To date, no CIL funds have been allocated for any Council led infrastructure project since the implementation of the CIL. Therefore, after expenditure, including administrative fees, Town and Community Council payments and excluding funds retained for areas with no Community or Town Council coverage, £2.9m remains available to fund infrastructure to support development in accordance with the LDP.

#### **Non-Community Council areas**

- 5.17 In line with the CIL Regulations, where all or part of a CIL chargeable development is within the area of a Community Council, there is a requirement for the Charging Authority to pass 15% of CIL receipts received to the respective Community Council.
- 5.18 Caerphilly County Borough does not have 100% coverage by Community Councils. Whilst not a requirement, the CIL Regulations allow the Council to make a proportion of CIL receipts available to fund appropriate infrastructure in those areas that do not have a Community Council. When agreeing the setting up and implementation of the CIL in 2014, Council agreed to administer the CIL receipts within areas without Community or Town Council coverage and established a ring-fenced budget for the provision of infrastructure in those areas where CIL chargeable development has occurred.

- 5.19 The CIL Regulations make provision for Community Councils to spend their CIL funds according to their own priorities. However, the Council has provided guidance notes and assessment forms to assist in ensuring that CIL is used to fund infrastructure in accordance with the CIL Regulations. Procedures and processes have been set up for administering and monitoring the Community Council element of CIL and officers continue to work with Community Councils in this respect.
- 5.20 Due to the relatively small amounts of CIL receipts retained for areas with no Community Council, procedures and processes for administering this spend have not yet been agreed. However, as CIL receipts are now accumulating there is a need to formally agree a fair and equitable way to prioritise spend on the provision of infrastructure in such areas.
- 5.21 It is proposed that at the end of each financial year, Heads of Service will be notified of the amount of CIL funds available for each non-Community Council area. They will be invited to submit potential infrastructure schemes to the Regeneration Project Board in consultation with the elected ward member for prioritisation by the Regeneration Assessment Panel. These will be evaluated and considered by the Regeneration Project Board. It is suggested that given the potential small scale of these schemes that the Cabinet gives delegated powers to the Regeneration Project Board for proposals under £20,000.
- 5.22 Heads of Service will contact elected members concerning any infrastructure schemes that could potentially be funded by the non-Community Council CIL funding within their ward.
- 5.23 To ensure that the funds are spent on appropriate infrastructure it is recommended that only schemes with a total value in excess of £5,000 will be considered.
- 5.24 Table 1 identifies the electoral wards where there are no Community Councils and details the amount of CIL available and ring-fenced for spend in each area as at the end of August 2021.

**Table 1 – CIL funds available within non-Community Council Areas**

<b>ELECTORAL WARDS WITH NO COMMUNITY OR TOWN COUNCIL</b>	
<b>Ward</b>	<b>Total CIL available (received up to 31 August 2021)</b>
Abercarn	£570.00
Crumlin	£3,831.62
Newbridge	£1,580.35
Cefn Fforest	£0.00
Pengam	£11,196.91
Penmaen	£60,109.64
Pontllanfraith	£4,214.01
Crosskeys	£0.00
Ynysddu	£5,286.17
<b>Total</b>	<b>£86,788.70</b>

#### **Infrastructure proposals eligible for CIL Funding**

- 5.25 Regulation 123 of the Community Infrastructure Levy Regulations 2010 (as amended) sets out the requirement for the CIL Charging Authority i.e. the Local Authority, to publish a list of the infrastructure that can be funded through CIL on the Regulation 123 List. Caerphilly County Borough Council's Regulation 123 List draws

heavily upon the infrastructure requirements set out in the Adopted LDP and reflect the infrastructure requirements necessary to bring forward developments identified in the LDP (see Appendix 1).

- 5.26 Appendix 2 provides an analysis of projects funded to date, the 31 August 2021, by the Regeneration Project Board and provides an indication in the final column of the project's eligibility for CIL funding under the Regulation 123 List. Notably several schemes to the value of £1.4m could have been eligible for CIL funding.

### **Conclusion**

- 5.27 The established Regeneration Project Board and its supportive Regeneration Assessment Panel and Transformation Assessment Panel already meet regularly to consider and prioritise projects to be reported to Cabinet for approval.
- 5.28 Allowing the Regeneration Project Board to consider prioritisation of CIL funding would enable integration of regeneration projects, transformation projects and CIL infrastructure projects with other programmes and initiatives to ensure a holistic approach. However, it is important to note that the CIL funding can only be allocated to infrastructure projects identified on the Council's Regulation 123 List.
- 5.29 Allowing the Regeneration Project Board to prioritise schemes for CIL funding for consideration by Cabinet would negate the need for the CIL Assessment Panel.

## **6. ASSUMPTIONS**

- 6.1 No assumptions have been made in respect of this Report and all representations have been reflected.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 There are no negative impacts associated with the proposed change in procedure to delegate power to the Regeneration Project Board to determine priorities for CIL spend.
- 7.2 The Regeneration Project Board was established to consider and evaluate regeneration projects and opportunities for the Council and to assess proposals and prioritise those projects that deliver the best outcomes and benefits for the county borough. To ensure the process is fair and equitable, so that all projects are considered on the same basis against the same considerations, a Project Prioritisation Assessment Toolkit has been prepared. This identifies 15 "Strategic Framework Objectives" (SFO) which propose to increase prosperity and people's well-being. These were prepared by the consideration of the assessment framework for City Deal, WG Valleys Task Force Programme along with the Councils agreed six Well-being Objectives.
- 7.3 Delegating power to the Regeneration Project Board to consider prioritisation of CIL funding would enable integration of regeneration projects, transformation projects and CIL infrastructure projects with other programmes and initiatives to ensure a holistic approach.



- 7.4 Any project prioritised by the Regeneration Project Board would be subject to its own detailed Integrated Impact Assessment.

[Link to full Integrated Impact Assessment](#)

## **8. FINANCIAL IMPLICATIONS**

- 8.1 An overall Regeneration Development Fund of £3.5m has been allocated to the Regeneration Project Board in order to prepare projects in readiness to attract funding from a variety of external sources.
- 8.2 As indicated in paragraph 5.6, to date Development Funds of £1.9m have been allocated towards prioritised capital regeneration schemes, across the County Borough, leaving a residual balance of £1,566,000 from the total budget allocation.
- 8.3 As indicated in paragraph 5.14, there is just over £2.9m available to fund infrastructure to support planned development in accordance with the LDP. There is also £86.7k available for areas of the county borough that do not have community or town council coverage.
- 8.4 Additional CIL funds will be received as and when any qualifying development is approved, commenced and payments made.
- 8.5 The financial implications of any proposed scheme will be considered by the Regeneration Project Board and then be reported to Cabinet for decision.
- 8.6 It is proposed that projects under £20,000 to be funded in non-community council areas through the ring fenced CIL fund should be determined by the Regeneration Project Board should Cabinet deem it appropriate to delegate this level of decision making to the Board.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications associated with this report.

## **10. CONSULTATIONS**

- 10.1 Comments were made from the Chair and Vice-Chair of Housing and Regeneration Scrutiny Committee in respect of CIL funds and the decision making ability of Community Councils as compared to non-Community Council areas.
- 10.2 All other consultation responses are reflected in the report.

## **11. STATUTORY POWER**

- 13.1 Local Government Acts
- 13.2 The Planning and Compulsory Purchase Act 2004
- 13.3 CIL was originally introduced by The Planning Act 2008 (as amended). However, The Wales Act 2017 devolved powers to Wales, including CIL.

Author: Lisa James, Principal Planner, Strategic Planning

Consultees: Cllr Andrew Whitcombe, Cabinet Member for Economy and Enterprise  
Cllr Roy Saralis, Chair of Planning Committee  
Cllr Liz Aldworth, Vice-Chair of Planning Committee  
Cllr John Ridgewell, Chair of Housing and Regeneration Scrutiny Committee  
Cllr Mike Adams, Vice-Chair Housing and Regeneration Scrutiny Committee  
Christina Harrhy, Chief Executive  
Mark S Williams, Corporate Director for Economy and Environment  
Stephen Harris, Head of Financial Services and Section 151 Officer  
Robert Tranter, Head of Legal Services & Monitoring Officer  
Lynne Donovan, Head of People Services  
Rhian Kyte, Head of Regeneration and Planning  
Marcus Lloyd, Head of Infrastructure  
Kathryn Peters, Corporate Policy Manager  
Anwen Cullinane, Senior Policy Officer  
Allan Dallimore, Regeneration Services Manager  
Ryan Thomas, Planning Services Manager  
Dave Lucas, Team Leader, Strategic Planning

Appendices:

Appendix 1 The Caerphilly County Borough Council Regulation 123 List of Infrastructure  
Appendix 2 Assessment of Projects for CIL Eligibility

## **Appendix 1: The Caerphilly County Borough Council Regulation 123 List of Infrastructure**

### Physical Infrastructure

- Policy TR5 Transport Improvement Schemes- Northern Connections Corridor.
- Policy TR6 Transport Improvement Schemes – Caerphilly Basin.
- Policy TR9 Highway Corridor Safeguarding – Caerphilly South East Bypass.
- Policy TR8.1 Regeneration Led Highway Improvements – Heads of the Valleys Area.
- Strategic public transport infrastructure (excluding site-specific links to the strategic network, for example a short length of cyclepath to link a site to a local or national route, a new bus stop within a new development to make it accessible).
- Waste transfer / recycling bulking infrastructure.
- Upgrade of existing Civic Amenity Sites.
- Strategic Drainage Network.
- Air Quality Action Plan Schemes (excluding air monitoring stations).
- Network Connections – Superfast Broadband.

### Social Infrastructure

- Off-Site Education Provision (Schools).
- Youth and Community Facility Provision & Upgrade to existing facilities.
- Cemetery Provision.
- Leisure Centre Provision & Upgrade to existing facilities

### Green Infrastructure

- Off-Site Formal Leisure Facilities (Playing pitches and associated changing facilities, Multi-use games areas, Neighbourhood Equipped Areas for Play)

## Appendix 2: Assessment of Projects for CIL Eligibility

<b>CAERPHILLY CBC - REGENERATION PROJECT BOARD</b> <b>Assessment of CIL Eligibility at August 2021</b>
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PROJECT NAME	PROJECT STATUS @ Q3 2020-2021	CIL Eligibility
<i>Tranche 1</i>		
<b>CAERPHILLY INTERCHANGE</b>	WeITAG & RIBA Stage 1 study substantially complete. Engagement with the Design Commission for Wales (DCfW) commenced and will feed in to finalising the Stage 1 report in Q4.	Infrastructure project CIL eligible.
<b>OAKDALE BUSINESS PARK</b>	Funding secured to commission feasibility studies and Master-planning for Council owned land at Oakdale Plateau and Caerphilly Business Park to determine future development options.  <b>Current Status: In Development</b> <ul style="list-style-type: none"> <li>▪ Engagement with leading independent property consultants underway on development options.</li> <li>▪ Specification being developed for appointment of external consultants to develop master-planning and feasibility options.</li> </ul>	Not eligible.
<b>PARK LANE, CAERPHILLY</b>	Building acquired	Not eligible
<i>Tranche 2</i>		
<b>CWMCARN FOREST DRIVE</b>	Consultants appointed to undertake legacy brief to develop masterplan for the site	Not eligible
<b>PENTREBANE STREET, CAERPHILLY</b>	The Project has been presented to the WG TRI Regeneration Panel where it was approved on condition that the Council support the scheme financially.	Not eligible
<i>Tranche 3</i>		
<b>TY DU, NELSON</b>	The <i>Ty Du Phase 1 Employment Units Scheme</i> will develop up to 1ha of land within the strategically important Ty Du mixed- use development site to construct 4 no. high quality buildings for B1	Not eligible

	<p>business use. Each building is approx. 330M2 with the potential to be subdivided into 3 smaller units. The project is a Joint Venture between Welsh Government and Caerphilly CBC and project managed by CCBC.</p> <p><b><u>Project Status: Delivery – Construction underway</u></b></p> <ul style="list-style-type: none"> <li>▪ Construction work commenced by appointed Contractors Interserve w/c 21<sup>st</sup> September 2020.</li> <li>▪ Main concrete foundations including gas membrane to all four buildings now complete with all service requirements in place</li> <li>▪ Steel framework to all four buildings now constructed, with roof construction underway</li> <li>▪ Work on foul and storm drainage underway</li> </ul> <p>The £40,000 approved by the Regeneration Board was instrumental in finalising the technical design stage and has helped lever in further capital funds from Welsh Government and WEFO to complete Phase 1 works.</p>	
<p><b>COACH FACILITIES – CAERPHILLY CASTLE</b></p>	<p>The project is a partnership between CCBC and Cadw to deliver enhanced and extended facilities for coach visitors at Castle Street, Caerphilly at the main entrance to the historic Caerphilly Castle. The construction works will include reconfiguration of the existing footway and highway, extending the current bus stop area to accommodate 2-3 coaches. The project will deliver key elements of the Caerphilly Basin Masterplan and Cadw’s long term investment plans for the Castle.</p> <p><b><u>Current Status: Detailed Design Stage</u></b></p> <ul style="list-style-type: none"> <li>▪ The Council’s Engineering Project Group are leading on the technical and structural designs.</li> <li>▪ A working group has been convened comprising of CCBC officers and Cadw’s Monument Development Team</li> <li>▪ Work on finalising the design proposals is ongoing, with close liaison with various key stakeholders;</li> <li>▪ As the proposals encompass works to the surrounding Castle boundary wall and embankment dam, the designs are subject to approval by a specialist Reservoir Engineer.</li> <li>▪ Preliminary site and ground investigations undertaken in December 2020</li> <li>▪ Cadw has recently confirmed their capital funding contribution to the scheme will be committed throughout 2021/22 to allow the scheme to progress.</li> </ul>	<p>Infrastructure project CIL eligible</p>

<b>Tranche 4</b>		
<b>LLANBRADACH PARK &amp; RIDE</b>	The WelTAG Stage 1 strategic P&R study has been completed and supports the progression of Llanbradach P&R proposal.	Infrastructure project CIL eligible.
<b>YSTRAD MYNACH PARK &amp; RIDE</b>	The WelTAG Stage 1 strategic P&R study has been completed and supports the progression of Ystrad Mynach P&R proposal.	Infrastructure project CIL eligible.
<b>Tranche 5</b>		
<b>TRI THEMATIC – Urban Centre Funds (QS Support)</b>	<ul style="list-style-type: none"> <li>• Grant Applications have been received from: <ul style="list-style-type: none"> <li>➢ Caerphilly Miners Centre for the Community</li> <li>➢ Former Store 21, Blackwood</li> <li>➢ Brew Monster, Caerphilly</li> <li>➢ 195-197 High St, Blackwood</li> </ul> </li> </ul>	Not eligible.
<b>Tranche 6</b>		
<b>TRI TOWN CENTRE COVID 19 RESPONSE (various projects)</b>	<ul style="list-style-type: none"> <li>• Order for free wifi in following towns procured <ul style="list-style-type: none"> <li>○ Ystrad Mynach</li> <li>○ Bargoed</li> <li>○ Risca</li> <li>○ Newbridge</li> </ul> </li> <li>• Funding secured from VTF to install free wifi in Rhymney and complement TRI funding</li> <li>• C19 Grant programme for covid response in Blackwood, Caerphilly, Ystrad Mynach, Bargoed, Risca and Newbridge initiated to develop external trading spaces. Circa £70,000 offered to date</li> <li>• Complementary VTF funding for C19 Covid response grant recently awarded focussing on smaller towns (local and district centres) across the County Borough.</li> <li>• Plans for Public space improvements across town centres (Blackwood, Caerphilly, Ystrad Mynach, Bargoed, Risca and Newbridge) received from landscape architect.</li> </ul>	Not on the 123 List but technically eligible
<b>CAERPHILLY PLACE MAKING PLAN</b>	<p>Regeneration Board Monies have been allocated to act as match funding progress two elements within the Placemaking Plan:</p> <p><u>Project Activity 1:</u></p> <ul style="list-style-type: none"> <li>▪ The Headquarters Building (Primary Focus)</li> </ul>	Not eligible.



	<ul style="list-style-type: none"> <li>▪ The Commercial Viability of the Town Centre (Supplementary Focus)</li> </ul> <p><u>Project Activity 2:</u></p> <ul style="list-style-type: none"> <li>▪ The Acquisition &amp; Demolition of Lansbury Park GP Surgery (Primary Focus)</li> </ul> <p><u>Update</u> Project Activity 1: WG TRI monies have now been secured to take forward these two project activities.</p>	
<b>OAKDALE BUSINESS PARK PLATEAU 1</b>	For WG to formally acquire the remainder of the land at Plateau 1 certain restrictions need to be removed, which were imposed when part of the site was originally sold. All parties are now in agreement as to the level of payback and the terms of the deed of variation are nearing conclusion.	Not eligible
<b>CAERPHELLY WORKMENS HALL &amp; INSTITUTE</b>	<p>The Council's Regeneration Team is working closely with the Trustees of the historic Caerphilly Workmen's Hall and Institute on their plans to restore this culturally important Grade II listed building. A "Phase 1" package of essential refurbishment works is planned, including:</p> <ul style="list-style-type: none"> <li>▪ Renovation of main roof</li> <li>▪ Enhancements to the external façade</li> <li>▪ Access improvements</li> <li>▪ Upgrading of power supply</li> </ul> <p>£110,000 from the Regeneration Board has been approved to contribute to the overall projected Project Costs of circa £360,000, the balance of which will be sought from Welsh Government's Targeted Regeneration Investment programme.</p> <p><b><u>Current Status: Design and Feasibility Stage</u></b></p> <ul style="list-style-type: none"> <li>▪ Highly experienced conservation architects, Alwyn Jones Architects, are working with the CWHI Trustees to develop the Phase 1 technical design specifications and proposals;</li> <li>▪ Initial condition survey of the building has been programmed to take place in January 2021. Completion of the survey will help inform next stage of the design.</li> </ul>	Infrastructure project CIL eligible.

<b>CWM IFOR SOLAR FARM</b>	<p>Regeneration Board monies have been allocated to the project to allow it to reach Outline Business Case before the end of the financial year. Monies have been used to commission several expert reports that will inform the business case. A further request for funding has been made to the Board which awaits Cabinet consideration.</p> <p>The project is on course to hit this target with an internal project group now established, communication with local members set up and expert support being secured from WG Energy Services.</p>	Not on the 123 List but technically eligible.
<b>Tranche 7</b>		
<b>BEDWAS BRIDGE ROUNDABOUT IMPROVEMENT</b>	<p>Total Project Cost Estimate (£):600,000. This will help unlock external funding to deliver a £10m+ road improvement scheme.</p> <p>Some preliminary design work has already been undertaken and Regeneration Project Board funds of £107,000 have been allocated for further design work.</p>	Infrastructure project CIL eligible.
<b>Tranche 8</b>		
<b>CWM IFOR SOLAR FARM</b>	Additional development funding for project approved in Tranche 6 (£434,000).	Infrastructure project CIL eligible.
<b>Tranche 9</b>	<b>To be agreed by Cabinet</b>	
<b>BARGOED ENFORCEMENT ACTION PLAN</b>	<p>Total Project Cost Estimate £100,000.</p> <p>Pilot scheme to support an enforcement action plan to improve empty or underutilised properties in Bargoed Town Centre to address issues as a result of absentee landlords.</p>	Not eligible.
<b>BIRDS SITE RISCA – DEVELOPMENT PLAN</b>	<p>Total Project Cost Estimate £30,000.</p> <p>Commissioning of a feasibility study, options appraisal and development plan for the Birds site in Risca to inform future funding proposals.</p>	Not eligible.



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## COUNCIL – 5TH OCTOBER 2021

**SUBJECT: CAERPHILLY COUNTY BOROUGH LOCAL DEVELOPMENT PLAN UP TO 2021 – ANNUAL MONITORING REPORT 2021 (INCLUDING THE ANNUAL COMMUNITY INFRASTRUCTURE LEVY REPORT)**

**REPORT BY: CORPORATE DIRECTOR FOR ECONOMY AND ENVIRONMENT**

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### **1. PURPOSE OF REPORT**

- 1.1 For members to consider the findings and recommendations of the Caerphilly County Borough Local Development Plan 2021 Annual Monitoring Report and to recommend that the 2021 Annual Monitoring Report be approved by Council.
- 1.2 To recommend that the 2021 Annual Monitoring Report be submitted to the Welsh Government by 31 October 2021, in order to satisfy the Council's statutory requirements.

### **2. SUMMARY**

- 2.1 It is a statutory requirement that the Council submits an Annual Monitoring Report (AMR) to the Welsh Government (WG) that monitors whether or not the Caerphilly County Borough Local Development Plan up to 2021 (LDP) is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP strategy, or any of the strategic policies, are not being implemented and if they are not, identify steps to rectify this.
- 2.2 The requirement to publish an AMR for 2020 was waived as a result of the Covid-19 pandemic. This, the ninth AMR, therefore covers a two-year period (1 April 2019 – 31 March 2021) and must be submitted to Welsh Government by the end of October 2021.
- 2.3 An overview of the LDP monitoring data for the 2021 AMR provides an interesting insight into the implementation of the LDP over the monitoring period. Of particular note are the following:
  - The annual house building rate rose from a low of 122 units in 2018/19 to 336 in 2019/20 and 417 in 2020/21;
  - Whilst there is no longer a housing land supply figure, the 417 units delivered in 2020/21 is still beneath the annual requirement of 575, as set out in the housing trajectory. In terms of cumulative completions, there is a deficit of over 3,000 units compared to the cumulative requirement.

- The average house price in the County Borough has risen to £154,433. For the first time since the adoption of the LDP, this is now more than five times average earnings.
  - Unemployment fell to 4.5% (from 5.2%), and the number of people in employment rose to 84,600 (from 81,900).
  - 11 ha. worth of planning permission was granted on employment land since 2019, though development of allocated sites (EM1) has stagnated.
  - Commercial vacancy rates in four of the five principal town centres have increased, though not markedly, and fallen in Ystrad Mynach. The rates for Caerphilly and Ystrad Mynach are below 10% (Caerphilly and Risca in 2019) with the remainder above that mark. Bargoed remains the only town centre whose vacancy rate is over 20%.
  - Not unexpectedly, footfall in Caerphilly, Blackwood and Bargoed has dropped sharply since 2020, as a result of the Covid-19 pandemic.
- 2.4 The 2021 AMR also includes the monitoring statement for the Council's implementation of its community infrastructure levy (CIL). Just over £935k was collected in revenue during 2020/21, whilst £109k has been passed to town and community councils during this time. £2.76 million CIL remains available to assist with the delivery of appropriate infrastructure as of 1 April 2021.
- 2.5 The 2013 AMR and subsequent AMRs clearly identified the need for the LDP to be reviewed. Work commenced on a review of the LDP in 2013, but in July 2016 the Council resolved to withdraw the 1st Replacement LDP and seek support for the early preparation of a Strategic Development Plan (SDP) for the Cardiff Capital Region (CCR).
- 2.6 In 2019, Council resolved to agree to commence work on the SDP, alongside other CCR member authorities, thereby meeting the 2016 resolution. Regulations to oversee the preparation of SDPs and allow for the creation of corporate joint committees (CJCs) – the bodies responsible for their preparation – have been laid before the Senedd and come into effect between March 2021 and February 2022. Assuming that SDP preparation commences next year, this is likely to mean the absence of an adopted SDP until late 2025/early 2026.
- 2.7 The most recent (2019) AMR also concluded that a review of the LDP was required. To this end, Council resolved in October 2019 to commence a review. Subsequently, a draft Review Report was prepared, which concluded that a revision of the LDP was necessary. The Review Report and accompanying draft Delivery Agreement were made subject to public consultation between January and March 2021, and approved by Council, and subsequently Welsh Government, in June 2021, thereby committing the Council to the plan preparation timetable contained therein.
- 2.8 In September 2020, the (then) Minister for Housing and Local Government issued clarification in respect of LDP expiry dates, stating that LDPs adopted prior to 4 January 2016 “will remain the LDP for determining planning applications until replaced by a further LDP.” This eliminates the possibility of a policy vacuum until such time as the 2<sup>nd</sup> Replacement LDP is adopted.
- 2.9 The LDP review was influenced by several legislative and policy considerations as stated in the previous AMR, and which remain pertinent:
- There is a statutory requirement to move to review after four years;



- There has been a substantial passage of time since the 2013 AMR identified the need to prepare a new plan;
- There is an urgent need to increase the housing land supply to deliver market and affordable housing;
- There is an urgent need to identify additional employment land to encourage economic growth in the County Borough;
- Further unplanned development may be allowed on appeal in the short-term.

2.10 The 2021 AMR concludes and recommends that:

**R1 Substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan, adopted 2010**

**R2 In light of the conclusions of the most recent Review Report, preparation of the 2<sup>nd</sup> Replacement Local Development Plan should continue, consistent with the processes and timetable set out within the approved Delivery Agreement**

**R3 In the period up to the adoption of a new Replacement LDP, the Council will continue to address the shortfall in the housing land supply through proactive action, including:**

- **Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;**
- **Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;**
- **Utilising innovative funding models to bring forward Council owned sites with viability issues;**
- **The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment;**
- **Prioritise affordable and new build Council housing on brownfield sites to help preserve our natural environment;**
- **Work to ensure new housing and other Council led development schemes complies with high environmental standards to help address the climate emergency.**

### **3. RECOMMENDATIONS**

3.1 That Council considers and notes the findings of, and approves, the 2021 Annual Monitoring Report.

3.2 That the 2021 Annual Monitoring Report (including the Annual Community Infrastructure Levy Report) be submitted to the Welsh Government before the deadline of 31 October 2021.

### **4. REASONS FOR THE RECOMMENDATIONS**

4.1 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP (Wales) Regulations 2005, the SEA Directive and the Community Infrastructure Levy Regulations 2010.

- 4.2 To comply with the recommendations set out in the 2021 Annual Monitoring Report.

## 5. THE REPORT

### Background

- 5.1 The Council formally adopted the Caerphilly County Borough Local Development Plan (LDP) on 23 November 2010. Following the adoption of its LDP, the Council has a statutory obligation under section 61 of the Planning and Compulsory Purchase Act 2004 to keep all matters under review that are expected to affect the development of its area. Further, section 76 of the Act requires the Council to produce information on these matters in the form of an Annual Monitoring Report for submission to Welsh Government (WG). Due to the requirement to produce an AMR having been waived in 2020 as a result of the Covid-19 pandemic, the 2021 AMR monitors a two-year period (1 April 2019 to 31st March 2021). It is required to be submitted to WG by 31 October 2019.
- 5.2 The 2021 AMR once again considers whether the development strategy that underpins the adopted LDP remains valid; and whether or not the strategy policies contained therein are being effective in delivering the development strategy and meeting the objectives of the plan.

### Annual Monitoring Requirements

- 5.3 Section 76 of the Planning and Compulsory Purchase Act 2004, and Regulation 37 of the LDP (Wales) Regulations 2005 (as amended), require the preparation and publication of an AMR. Whilst the LDP Manual Edition 3 provides guidance in terms of structure and content, the structure of the 2021 AMR remains the same as in previous years:
- An executive summary;
  - A review of changes to national and regional policy and guidance and their implications for the LDP;
  - The strategic environmental assessment/sustainability appraisal (SEA/SA) monitoring based on the SEA/SA monitoring framework (LDP Appendix 18);
  - The LDP monitoring based on the LDP monitoring framework (LDP Appendix 19).
  - The required statutory indicators;
  - The recommendations on the course of action in respect of policies and the LDP as a whole.

### Report of Findings

#### ***National Policy Context***

##### *Future Wales*

- 5.4 In February 2021, Welsh Government published the national development framework *Future Wales*, which sits alongside Planning Policy Wales but also forms part of the development plan alongside LDPs at the local level (and, in time, SDPs at the regional level). In the period up to 2040, it will:

- set out where nationally important growth and infrastructure is needed and how the planning system - nationally, regionally and locally - can deliver it;
- provide direction for strategic and local development plans and support the determination of developments of national significance;
- support national economic, transport, environmental, housing, energy and cultural strategies and ensure they can be delivered through the planning system; and
- be reviewed every five years.

5.5 Future Wales places Caerphilly County Borough into the South East Wales region, alongside the other nine Cardiff Capital Region authorities, and identifies it as forming part of a national growth area (Cardiff, Newport and the Valleys), in which sustainable growth in employment and housing opportunities, as well as infrastructural investment, is supported.

*Planning Policy Wales, Edition 11*

5.6 Planning Policy Wales (PPW) sets out the national land-use planning policies of the Welsh Government and provides the policy basis to inform policies and land-use allocations in Local Development Plans (LDPs). Edition 11 of PPW was published in February 2021 to align with Future Wales, and changes were also made to the 'Housing Delivery' section, removing the five-year housing land supply policy and replacing it with an explicit statement that the housing trajectory, to be prepared in relation to future LDPs, will be the basis for monitoring the delivery of housing.

*Technical Advice Note 1: Joint Housing Land Availability Studies*

5.7 As stated in the 2019 AMR, paragraph 6.2 of TAN 1, which regarded the five-year housing land supply as a material consideration in the determination of planning applications, was disapplied in 2018, instead putting the onus on "decision makers (i.e. local authorities) to determine the weight to be attributed to the need to increase housing land supply where a LPA has a shortfall".

5.8 In March 2020, following a review of housing delivery, Welsh Government revoked TAN 1 in its entirety and replaced it with a requirement to prepare a housing trajectory, which will be set out in each adopted LDP and will form the basis for monitoring the delivery of housing.

*Development Plans Manual, Edition 3*

5.9 Edition 3 of the Development Plans Manual was published in March 2020, and forms the primary guidance document for LDP preparation. Of key importance is the new requirement for each local authority to prepare a housing trajectory which will be a summary of site specific phasing information for all sites within an LDP, articulated on an annual basis. It will serve as the key mechanism to demonstrate how all sites will be delivered in the identified timescales. While the Council's adopted LDP predates this requirement, it is also a requirement for each AMR to set out a trajectory going forward.

***Regional Policy Context***

*Corporate Joint Committees and Strategic Development Plans Regulations*

5.10 Regulations concerning the establishment of corporate joint committee (CJCs) and the preparation of SDPs have been laid before the Senedd – specifically, the South East

Wales Corporate Joint Committee Regulations 2021 in respect of this region. The South East Wales CJC will comprise elected representatives of the ten local authorities (plus, for SDP purposes, the Brecon Beacons National Park) and will assume the role of preparing the region's SDP (previously the responsibility of the Strategic Planning Panel).

### **Strategic Environmental Assessment/Sustainability Appraisal Monitoring**

- 5.11 In preparing the LDP, the Council undertook a sustainability appraisal (SA) process which also incorporated strategic environmental assessment (SEA), thereby fulfilling the requirements of the LDP Regulations and SEA Directive. It produced and published its SEA/SA Report in conjunction with the LDP.
- 5.12 The SEA Directive also requires that the Council monitors the state of the environment through monitoring the sustainability objectives set out in the SEA/SA Report. This forms an integral part of the AMR and is contained in Section 4.
- 5.13 The results of the SEA monitoring for 2021 are balanced between positive and negative though somewhat mixed, with a slight shift towards positive records between this monitoring period (2020-2021) and the last (2019), although the opposite is the case when compared to the longer term position. This points to an overall conclusion of long-term variability and fluctuation, from which it is difficult to identify clear trends. This is due to the site-specific nature of certain indicators, external circumstances and the fact that many indicators are considered relative to national averages.

### **LDP Policy Monitoring**

- 5.14 The LDP monitoring process considers each of the 22 strategy policies against the LDP monitoring framework to identify whether the policies are being effective and to identify any policies that are not being implemented.
- 5.15 An overview of the LDP monitoring data for the 2021 AMR provides an interesting insight into the implementation of the LDP over the monitoring period. Of particular note are the following:
- The annual house building rate rose from a low of 122 units in 2018/19 to 336 in 2019/20 and 417 in 2020/21.
  - Whilst there is no longer a housing land supply figure, the 417 units delivered in 2020/21 is still beneath the annual requirement of 575, as set out in the housing trajectory. In terms of cumulative completions, there is a deficit of over 3,000 units compared to the cumulative requirement.
  - The average house price in the County Borough has risen to £154,433. For the first time since the adoption of the LDP, this is now more than five times average earnings.
  - Unemployment fell to 4.5% (from 5.2%), and the number of people in employment rose to 84,600 (from 81,900).
  - 11 ha worth of planning permission was granted on employment land since 2019, though development of allocated sites (EM1) has stagnated.
  - Commercial vacancy rates in four of the five principal town centres have increased, though not markedly, and fallen in Ystrad Mynach. The rates for Caerphilly and Ystrad Mynach are below 10% (Caerphilly and Risca in 2019) with the remainder above that mark. Bargoed remains the only town centre whose vacancy rate is over 20%.

- Not unexpectedly, footfall in Caerphilly, Blackwood and Bargoed has dropped sharply since 2020, as a result of the Covid-19 pandemic.
- 5.16 Prior to the 2019 AMR, a number of permissions for housing on greenfield sites were granted on appeal. The implementation of these permissions has caused the rate of housing delivery to increase. However, while there is no longer a housing land supply figure, the rate at which new housing is being delivered remains insufficient, when assessed against the annual and cumulative rates set out in the housing trajectory.
- 5.17 Despite the revocation of TAN 1 and the need to maintain a five-year housing land supply, research undertaken in respect of appeal decisions elsewhere in Wales by the planning consultancy Lichfields highlights that, since 2020, housing delivery remains an important consideration. In each of the cases looked at, the inspector has not rejected the housing need case, despite the requirement to demonstrate a five-year housing land supply having been revoked.
- 5.18 The Planning Inspectorate in Wales continues to take the view that, despite these policy changes, the under-delivery of housing remains a material consideration. Matters to be considered in determining the weight to be attributed to under-delivery include:
- The extent of the shortfall;
  - The length of time there has been a shortfall;
  - How soon the Council will be able to demonstrate through an adopted LDP that it will meet the area's housing need.
- 5.19 In September 2020, the (then) Minister for Housing and Local Government issued clarification in respect of LDP expiry dates, stating that LDPs adopted prior to 4 January 2016 "will remain the LDP for determining planning applications until replaced by a further LDP." Whilst this eliminates the possibility of a local policy vacuum until such time as the 2<sup>nd</sup> Replacement LDP is adopted, it does not change the position regarding housing delivery highlighted in 2019 and reiterated here. Pressure will remain on the Council to grant permission for development in locations that may be contrary to the adopted LDP as a result of continued under-delivery, and is an issue that will be seriously considered by the Planning Inspectorate in respect of appeals of this nature.
- 5.20 Whilst the preparation of an up-to-date LDP is the appropriate means of addressing the housing shortfall in the medium to long term, it will not be adopted until 2024. Therefore, as in 2019, there remains a need to increase the housing land supply in the short term. Those proactive measures identified in the 2019 AMR therefore remain valid.
- 5.21 As in 2019, objective 17, which addresses Caerphilly's role as a commercial and employment centre, and objective 18, which concerns the provision and protection of employment land, have also been identified as not delivering, on the grounds of minimal take-up and the low level of permissions granted during the monitoring period. The LDP has been relatively successful in respect of the development of employment sites and it is therefore not surprising that only a few sites remain. However, it is important that opportunities are explored through the development plan process to ensure that there will be a diverse portfolio of sites available in the future to support Caerphilly's strategic position in respect of employment and commercial development, especially in light of the County Borough's position within the Cardiff, Newport and the Valleys 'national growth area'.

- 5.22 Overall, and as in 2019, the AMR finds that the plan, generally speaking, is being implemented successfully. However, the rate at which new housing is being delivered, and new economic and commercial development is taking place, remains low and requires intervention.

### **Mandatory Indicators**

- 5.23 The LDP Regulations and Development Plans Manual, Edition 3 set out those key indicators that should be included in monitoring frameworks (aside from local, contextual and SEA indicators). However, it was decided for consistency and comparison reasons that the 2016 AMR and subsequent AMRs will continue to include the 10 of the original 12 mandatory indicators still monitored.
- 5.24 Included in these 10 are the two statutory indicators required by Regulation 37 in respect of the housing land supply and the number of net additional and general market dwellings. Following the revocation of TAN 1, the first of the aforementioned indicators (relating to the housing land availability study) is no longer monitored. The Development Plans Manual now requires that the following indicators are monitored, which relate to the housing trajectory:
- The annual level of housing completions monitored against the anticipated annual build rate (AABR);
  - Total cumulative completions monitored against the anticipated cumulative completions rate.
- 5.25 However, the Manual is clear that for authorities who adopted their LDP prior to the publication of Edition 3, the average annual requirement (AAR) method should be used in preference to the AABR. Therefore, for the remainder of the lifetime of the adopted LDP, the AMR will monitor the two indicators above against the annual and cumulative requirements as specified in the trajectory.

### **Community Infrastructure Levy**

- 5.26 The Community Infrastructure Levy (CIL) was introduced in Caerphilly County Borough on 1 July 2014. It is a mandatory charge that is levied against all new qualifying development. Regulation 62 of the Community Infrastructure Levy Regulations 2010 (as amended) requires a collecting authority to publish an annual report in respect of CIL for every year when CIL receipts have been collected.
- 5.27 Given that the reporting period for CIL is the same as that used for the Annual Monitoring Report for the LDP (1 April to 31 March) it makes sense that the Annual CIL Report be incorporated into the Annual Monitoring Report for that year. The 2021 AMR therefore covers the period 31 March 2020 – 1 April 2021 for CIL purposes (since no AMR was published in 2020, the CIL Report for that year was published independently).
- 5.28 During this period a total of £935,827.78 in CIL receipts were received by the Council. A total of £109,037.97 was paid to six local councils in accordance with the CIL Regulations. In addition to this a further £30,961.22 is being retained for use within those areas of the County Borough that are not covered by local councils.
- 5.29 In accordance with the CIL Regulations, the Council has taken £46,791.38 of the CIL receipts in admin fees to assist in covering the cost of implementing and operating the CIL. The admin fees amount to 5% of the total CIL receipts for the year.



- 5.30 It can be confirmed that no infrastructure payments have been received in lieu of CIL and no CIL receipts have been passed to third parties to provide infrastructure. Given the above, the remaining amount of CIL receipts available for expenditure on infrastructure items is £2,756,857.88.
- 5.31 The Regulations also require all local councils in receipt of CIL revenue to prepare annual reports on their CIL income and expenditure, for inclusion in the Annual CIL Report. The annual local council CIL reports are set out in Appendix 5 of the AMR Report.

### **Conclusion and Recommendations**

- 5.32 The 2021 AMR has identified that one policy – SP15 (Affordable Housing Target) – is not being delivered and requires intervention, as well as objective 9, which seeks to ‘Ensure an adequate and appropriate range of housing sites are available in the most suitable locations’. This is despite the fact that SP14 (Total Housing Requirements) is now being met, which was not the case in 2019, due to the higher number of completions. However, when assessed against the annual requirement set out in the housing trajectory, the number of completions realised in 2021 remains deficient. SP3 (Development in the Southern Connections Corridor) is also failing due to the small number of sites for which planning permission has been granted on greenfield sites outside settlement limits.
- 5.33 It will not be possible for the adopted LDP to achieve its target of 8,625 dwellings, and at least 964 affordable dwellings, by the end of this calendar year. The number of completions over the course of the plan period (5,588) represents a shortfall of circa 3,000 compared to the cumulative average annual requirement (AAR) as set out in the housing trajectory.
- 5.35 Whilst the preparation of an up-to-date LDP is the appropriate means of addressing the housing shortfall in the medium to long term, it will not be adopted until 2024. Therefore, as in 2019, there remains a need to increase the housing land supply in the short term, utilising a number of direct interventions.
- 5.36 While the adopted LDP will not now expire at the end of 2021 as previously feared, this does not change the position regarding housing delivery highlighted in 2019 and reiterated here. Pressure will remain on the Council to grant permission for development in locations that may be contrary to the adopted LDP. The under-delivery of housing will remain a material consideration in the determination of planning applications, and inspectors will continue to take it seriously, despite the revocation of TAN 1. Therefore, the previous recommendation that proposals for residential development should be considered on their relative merits on a site-by-site basis, having regard to the need to increase the housing land supply, remains valid. One key introduction is that of Future Wales, and the implications for the County Borough of being part of a ‘national growth area’.
- 5.37 As in 2019, objective 17, which addresses Caerphilly’s role as a commercial and employment centre, and objective 18, which concerns the provision and protection of employment land, have also been identified as not delivering, on the grounds of minimal take-up and the low level of permissions granted during the monitoring period. The LDP has been relatively successful in respect of the development of employment sites and it is therefore not surprising that only a few sites remain. However, it is important that opportunities are explored through the development plan process to ensure that there will continue to be a diverse portfolio of sites available in the future to support Caerphilly’s strategic position in respect of employment and commercial

development, especially in light of the County Borough's position within the Cardiff, Newport and the Valleys 'national growth area'.

5.38 Whilst the new South East Wales Corporate Joint Committee has been established in law, SDP preparation is yet to commence and it will not be adopted until the 2<sup>nd</sup> Replacement LDP is in place. It is therefore incumbent upon the Council to continue to progress the 2<sup>nd</sup> Replacement LDP as per the Delivery Agreement, including for those matters which will ultimately be dealt with at the regional level by the SDP.

5.39 The 2021 AMR therefore concludes and recommends that:

R1 Substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan, adopted 2010

R2 In light of the conclusions of the most recent Review Report, preparation of the 2<sup>nd</sup> Replacement Local Development Plan should continue, consistent with the processes and timetable set out within the approved Delivery Agreement

R3 In the period up to the adoption of a new Replacement LDP, the Council will continue to address the shortfall in the housing land supply through proactive action, including:

- Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;
- Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;
- Utilising innovative funding models to bring forward Council owned sites with viability issues;
- The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment;
- Prioritise affordable and new build Council housing on brownfield sites to help preserve our natural environment;
- Work to ensure new housing and other Council led development schemes complies with high environmental standards to help address the climate emergency.

## 6. ASSUMPTIONS

6.1 It is assumed that the 2<sup>nd</sup> Replacement LDP will be adopted in late 2024 as per the timetable set out in the Delivery Agreement, which has been approved by Council and Welsh Government, and that this will predate the adoption of the SDP, for which preparation has yet to commence.

## 7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

7.1 The IIA indicates a largely neutral impact on protected characteristics and socio-economic concerns. Preparation of the 2<sup>nd</sup> Replacement LDP was the recommendation of a previous AMR and has already been agreed. Potential impacts will be assessed and mitigated through the integrated sustainability appraisal (ISA) process.

[Link to the Full IIA](#)

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The decision to undertake preparation of the 2<sup>nd</sup> Replacement LDP, and incur those costs associated with that process, is the subject of a previous Council resolution. There are no financial implications as a result of the 2021 AMR.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications.

## **10. CONSULTATIONS**

- 10.1 All responses have been incorporated into this report.

## **11. STATUTORY POWER**

- 11.1 Planning and Compulsory Purchase Act 2004;  
Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended);  
Local Government Act 2000

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Appendices:

Appendix 1 - Caerphilly County Borough Local Development Plan Annual Monitoring Report  
2021



# 2021

## **Caerphilly County Borough Local Development Plan up to 2021**

### **Annual Monitoring Report 2021 (including the Annual Community Infrastructure Levy Report)**

Covering the period 1 April 2019 – 31 March 2021

Rhian Kyte  
Head of Regeneration and Planning Page 117







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## 1. Introduction

- 1.1** The Caerphilly County Borough Local Development Plan up to 2021 (LDP) was formally adopted by Caerphilly County Borough Council (CCBC) on the 23 November 2010. Following the adoption of its LDP, the Council has a statutory obligation under section 76 of the Planning and Compulsory Purchase Act 2004 to produce an Annual Monitoring Report (AMR) for submission to the Welsh Government (WG).
- 1.2** The requirement to publish an AMR for 2020 was removed as a result of the Covid-19 pandemic. This, the ninth AMR, therefore covers a two-year period (1 April 2019 – 31 March 2021) and must be submitted to Welsh Government by the end of October 2021.
- 1.3** The main aim of the AMR is to assess the extent to which the LDP Strategy and strategy policies are being achieved. It therefore has two primary roles: firstly to consider whether the policies identified in the monitoring process are being implemented successfully; and secondly to consider the plan as a whole against all of the information gathered to determine whether a complete or partial review of the plan is necessary.
- 1.4** The 2013 AMR concluded that a review of the LDP was required. The review was commenced and a Replacement LDP was progressed through to deposit stage before being formally withdrawn by the Council in October 2016.
- 1.5** The most recent (2019) AMR also concluded that a review of the LDP was required. To this end, Council resolved in October 2019 to commence a review. Subsequently, a draft Review Report was prepared, which concluded that a revision of the LDP was necessary. The Review Report and accompanying draft Delivery Agreement were made subject to public consultation between January and March 2021, and approved by Council in June 2021.
- 1.6** The 2021 AMR will address the following:
- A summary of the key findings in respect of the SA/SEA monitoring for the period 1 April 2019 to 31 March 2021;
  - A summary of the key findings in respect of the strategy policies for the monitoring period 1 April 2019 to 31 March 2021;
  - The statutory indicators required by Welsh Government;
  - An update on the implementation of the Community Infrastructure Levy (CIL); and
  - Identify actions to be undertaken.

## 2. Executive Summary

- 2.1** It is a statutory requirement that the Council submits an Annual Monitoring Report to the Welsh Government that monitors whether or not the LDP is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP Strategy, or any of the strategy policies are not being implemented and, where they are not, identify steps to rectify this.
- 2.2** This is the ninth AMR to be prepared for the Caerphilly County Borough Local Development Plan up to 2021 (LDP) and it monitors the period from 1 April 2019 to 31 March 2021. The Council is required to submit the 2021 AMR to WG by 31 October 2021.
- 2.3** Monitoring of the plan indicates that the following policies triggered in 2021, having also done so in 2019 (no 'new' policies triggered):
- SP3: Development in the Southern Connections Corridor;
  - SP4: Settlement Strategy;
  - SP5: Settlement Boundaries;
  - SP8: Minerals Safeguarding;
  - SP10: Conservation of Natural Heritage;
  - SP15: Affordable Housing Target;
  - SP16: Managing Employment Growth;
  - SP17: Promoting Commercial Development;
  - SP18: Protection of the Strategic Leisure Network;
  - SP19: Transport Infrastructure Improvements;
  - SP20: Road Hierarchy.
- 2.4** The following did not trigger, despite having done so in 2019:
- SP2: Development in the Northern Connections Corridor;
  - SP14: Total Housing Requirements.
- 2.5** The 2021 AMR also includes the results of the SA/SEA monitoring, which is required by the SEA Directive and national policy. This is set out in Chapter 4 and identifies a balance between positive and negative though it is somewhat mixed, with a slight shift towards positive records between this monitoring period and the last, but the opposite being the case when compared to the longer term position i.e. since 2010. This points to an overall conclusion of long-term variability and fluctuation, from which it is difficult to identify clear trends.
- 2.6** The 2021 AMR is also required to include information relating to the mandatory indicators specified by Welsh Government. These are discussed in Chapter 6.
- 2.7** An overview of the LDP monitoring data for the 2021 AMR provides an interesting insight into the implementation of the LDP over the monitoring period. Of particular note are the following:
- The annual house building rate rose from a low of 122 units in 2018/19 to 336 in 2019/20 and 417 in 2020/21;
  - Whilst there is no longer a housing land supply figure, the 417 units delivered in 2020/21 is still beneath the annual requirement of 575, as set out in the housing trajectory. In terms of cumulative completions, there is a deficit of over 3,000 units compared to the cumulative requirement.
  - The average house price in the County Borough has risen to £154,433. For the first time since the adoption of the

LDP, this is now more than five times average earnings.

- Unemployment fell to 4.5% (from 5.2%), and the number of people in employment rose to 84,600 (from 81,900).
- 11 ha worth of planning permission was granted on employment land since 2019, though development of allocated sites (EM1) has stagnated.
- Commercial vacancy rates in four of the five principal town centres have increased, though not markedly, and fallen in Ystrad Mynach. The rates for Caerphilly and Ystrad Mynach are below 10% (Caerphilly and Risca in 2019) with the remainder above that mark. Bargoed remains the only town centre whose vacancy rate is over 20%.
- Not unexpectedly, footfall in Caerphilly, Blackwood and Bargoed has dropped sharply since 2020, as a result of the Covid-19 pandemic.

**2.8** The 2021 AMR includes the monitoring statement for the Council's implementation of its community infrastructure levy (CIL). This is the sixth year the Council has included this. Just over £935k was collected in revenue during 2020/21, whilst £109k has been passed to town and community councils during this time. £2.76 million was available to the Council to deliver appropriate infrastructure as of 1 April 2021.

**2.9** The 2013 AMR and subsequent AMRs clearly identified the need for the LDP to be reviewed. Work commenced on a review of the LDP in 2013, but in July 2016 the Council resolved to withdraw the 1st Replacement LDP and seek support for the early preparation of a Strategic

Development Plan (SDP) for the Cardiff Capital Region (CCR).

**2.10** In 2019, Council resolved to agree to commence work on the SDP, alongside other CCR member authorities, thereby meeting the 2016 resolution. Regulations to oversee the preparation of SDPs and allow for the creation of Corporate Joint Committees (CJCs) – the bodies responsible for their preparation – have been laid before the Senedd and come into effect between March 2021 and February 2022. Assuming that SDP preparation commences next year, this is likely to mean the absence of an adopted SDP until late 2025/early 2026.

**2.11** The most recent (2019) AMR in October 2019 also concluded that a review of the LDP was required. To this end, Council resolved to commence a review. Subsequently, a draft Review Report was prepared, which concluded that a revision of the LDP was necessary. The Review Report and accompanying draft Delivery Agreement were made subject to public consultation between January and March 2021, and approved by Council, and subsequently Welsh Government, in June 2021, thereby committing the Council to the plan preparation timetable contained therein.

**2.12** In September 2020, the (then) Minister for Housing and Local Government issued clarification in respect of LDP expiry dates, stating that LDPs adopted prior to 4 January 2016 "will remain the LDP for determining planning applications until replaced by a further LDP." Whilst this eliminates the possibility of a policy vacuum until such time as the 2nd Replacement LDP is adopted, those reasons set out in the 2019 AMR for the review of the LDP remain applicable:

- There is a statutory requirement to move to review after four years;
- There has been a substantial passage of time since the 2013 AMR identified the need to prepare a new plan;
- There is an urgent need to increase the housing land supply to deliver market and affordable housing;
- There is an urgent need to identify additional employment land to encourage economic growth in the County Borough;
- Further unplanned development may be allowed on appeal in the short-term.

**2.13** The 2021 Annual Monitoring Report therefore concludes and recommends that:

**R1 - Substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan, adopted 2010**

**R2 - In light of the conclusions of the most recent Review Report, preparation of the 2nd Replacement Local Development Plan should continue, consistent with the processes and timetable set out within the approved Delivery Agreement**

**R3 - In the period up to the adoption of a new Replacement LDP, the Council will continue to address the shortfall in the housing land supply through proactive action, including:**

- **Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;**
- **Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;**
- **Utilising innovative funding models to bring forward Council owned sites with viability issues;**
- **The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment;**
- **Prioritise affordable and new build Council housing on brownfield sites to help preserve our natural environment;**
- **Work to ensure new housing and other Council led development schemes complies with high environmental standards to help address the climate emergency.**

### 3. Contextual Changes

**3.1** External factors need to be considered as part of the AMR and consideration given to their impact upon the implementation of LDP policy. Therefore by seeking to understand how external factors have impacted on the delivery of the LDP, the Council will gain a better understanding of what it can do to facilitate the implementation of the Plan.

**3.2** The following section looks specifically at the changes to external factors that have had, or could have, an influence on the implementation of the Plan and therefore on development in the County Borough. These include changes to national policy or legislation; external conditions; and local considerations. The key policy changes are set out below.

#### **Future Wales: the National Plan 2040**

**3.3** In February 2021, Welsh Government published the national development framework *Future Wales*, which sits alongside Planning Policy Wales but also forms part of the development plan alongside LDPs at the local level (and, in time, SDPs at the regional level). In the period up to 2040, it will:

- set out where nationally important growth and infrastructure is needed and how the planning system - nationally, regionally and locally - can deliver it;
- provide direction for strategic and local development plans and support the determination of developments of national significance;
- support national economic, transport, environmental, housing, energy and cultural strategies and ensure they can

be delivered through the planning system; and

- be reviewed every five years.

**3.4** Future Wales was prepared in the context of the Well-Being of Future Generations Act and the seven well-being goals, and its policies are influenced by 11 outcomes which are based on the national planning principles and national sustainable placemaking outcomes set out in Planning Policy Wales.

**3.5** Future Wales places Caerphilly County Borough into the South East Wales region, alongside the other nine Cardiff Capital Region authorities, and identifies it as forming part of a national growth area (Cardiff, Newport and the Valleys), in which sustainable growth in employment and housing opportunities, as well as infrastructural investment, is supported.

**3.6** Key policy considerations include:

- Emphasis on placemaking (the sustainable integration of a mix of uses);
- Welsh Government's role in terms of assisting with land assembly and infrastructural investment;
- 'Town centre first' – locating new commercial, education, health, leisure and public service facilities – as well as retail – within town centres;
- Delivery of affordable housing;
- Ecological and environmental resilience;
- Connectivity, including Active Travel;
- Low carbon energy, including a criteria-based policy for renewable and low-carbon energy generation.



**3.7** It will be for the SDP to set out clear decisions on the scale and location of growth, both in terms of housing and employment. However, as the SDP for South East Wales will be some years away, the 2nd Replacement LDP, once adopted, will fulfil these functions for Caerphilly County Borough initially.

**3.8** Key considerations for the Cardiff, Newport and the Valleys national growth area include:

- Supporting the area as the focus for strategic economic and housing growth, essential services and facilities, and infrastructure;
- Supporting Cardiff's status as the primary national centre for a range of services;
- Increasing Newport's strategic role as a focus for sustainable growth and investment;
- Supporting co-ordinated regeneration in the Valleys to improve well-being, increase prosperity and address social inequality.

**3.9** Future Wales requires that the SDP identifies a green belt between Cardiff/ Newport and Caerphilly (stretching east to the English border) to manage urban form and growth. An 'area of consideration' is indicated in vague terms, but it will be for the SDP to determine the detailed location.

### **Planning Policy Wales (Ed. 11)**

**3.10** Planning Policy Wales (PPW) sets out the national land-use planning policies of the Welsh Government and provides the basis to inform policies and land-use allocations in Local Development Plans (LDPs). It is also a material consideration for decision makers in determining planning applications. Edition 11 of PPW was published in February 2021 to align with Future Wales, and those policy considerations listed above. Changes were also made to the 'Housing Delivery' section, removing the five-year housing land supply policy and replacing it with an explicit statement that the housing trajectory, as set out in an adopted LDP, will be the basis for monitoring the delivery of housing.



## Revocation of Technical Advice Note (TAN) 1: Joint Housing Land Availability Studies

**3.11** As stated in the 2019 AMR, paragraph 6.2 of TAN 1, which regarded the five-year housing land supply as a material consideration in the determination of planning applications, was disapplied in 2018, instead putting the onus on “decision makers (i.e. local authorities) to determine the weight to be attributed to the need to increase housing land supply where a LPA has a shortfall”.

**3.12** Subsequently, Welsh Government undertook a ‘Review of the Delivery of Housing through the Planning System’, including a call for evidence which highlighted that many adopted LDPs were failing to deliver the number of new homes required, and also explored the issue of the measuring of housing land supply and its interrelationship with the monitoring of LDPs. This confirmed that the policy framework then in place for ensuring housing delivery and the associated monitoring mechanism were not sufficiently aligned with the LDP process. Consequently, in March 2020, Welsh Government revoked TAN 1 in its entirety and replaced it with a requirement to prepare a housing trajectory, which will be set out in each adopted LDP and will form the basis for monitoring the delivery of housing.

**3.13** Research undertaken in respect of appeal decisions in Wales by the planning consultancy Lichfields highlighted that, since 2020, housing delivery remains an important consideration. In each of the cases looked at, the inspector has not rejected the housing need case, despite

the requirement to demonstrate a five-year housing land supply having been revoked.

**3.14** The Planning Inspectorate in Wales continues to take the view that, despite these policy changes, the under-delivery of housing remains a material consideration. Matters to be considered in determining the weight to be attributed to under-delivery include:

- The extent of the shortfall;
- The length of time there has been a shortfall;
- How soon the Council will be able to demonstrate through an adopted LDP that it will meet the area’s housing need.

### Development Plans Manual (Ed. 3)

**3.15** Edition 3 of the Development Plans Manual was published in March 2020, and forms the primary guidance document for LDP preparation. Of key importance is the new requirement for each local authority to prepare a housing trajectory which will be a summary of site specific phasing information for all sites within an LDP, articulated on an annual basis. It will serve as the key mechanism to demonstrate how all sites will be delivered in the identified timescales, throughout the plan period, to meet the dwelling requirement.

**3.16** Clearly, the Council’s existing LDP was adopted in 2010 and therefore predates this requirement. However, whilst a trajectory will need to be prepared in relation to the 2nd Replacement LDP, it is also a requirement for each AMR to set out a trajectory going forward. As stipulated by

the Manual, each AMR for the remainder of the lifetime of the adopted LDP will monitor the annual level of housing completions against the average annual requirement (AAR) as specified in the trajectory. This is set out in Appendix 1.

## **Corporate Joint Committee and Strategic Development Plan Regulations**

**3.17** Welsh Government undertook consultation in late 2020 on the tabling of regulations concerning the establishment of corporate joint committees (CJCs) and the preparation of SDPs. These have since been laid before the Senedd – specifically, the South East Wales Corporate Joint Committee Regulations 2021 in respect of the South East Wales region. The South East Wales CJC will comprise elected representatives of the ten local authorities (plus, for SDP purposes, the Brecon Beacons National Park) and will assume the role of preparing the region’s SDP (previously the responsibility of the Strategic Planning Panel). The CJC will be responsible for its own budget and staff and will have subsidiary powers in relation to the exercise of its functions, as well as the economic well-being function set out in the Local Government and Elections (Wales) Act 2021 (anything which it considers is likely to promote or improve the economic well-being of its area).

## **Conclusion**

**3.18** Several important changes to legislation and national policy have taken place since the 2019 AMR which will have a significant influence on the planning policy framework of the 2nd Replacement LDP.

**3.19** Future Wales now forms part of the development plan alongside the adopted

LDP, and it therefore impacts directly on the consideration of planning applications currently being determined by the Local Planning Authority. The creation of a national growth area for Cardiff, Newport and the Valleys and the requirement to delineate a green belt south of Caerphilly will affect both the level and location of growth to be planned for, as well as measures seeking to limit that growth for both the 2nd Replacement LDP and the regional SDP.

**3.20** The revocation of TAN 1 and the requirement to prepare a housing trajectory as set out in the LDP Manual should align the measurement of housing delivery more clearly to the LDP process. However, recent appeal decisions highlight that under-delivery of housing remains a pertinent issue and continues to be taken into account by inspectors. This will remain relevant to Caerphilly County Borough prior to the adoption of the 2nd Replacement LDP (as the housing land supply was consistently lower than five years in the latter part of TAN 1’s lifetime) and the Council will need to try to continue to address this shortfall in the interim.

**3.21** Whilst the new South East Wales CJC has been established in law, SDP preparation is yet to commence and a number of years are therefore likely to elapse prior to its adoption. It is therefore incumbent upon the Council to continue to progress the 2nd Replacement LDP as per the Delivery Agreement in order to give local effect to the policies enshrined in Future Wales, and to ensure a sound basis for decisions regarding development up to 2035.

## 4. Strategic Environmental Assessment/ Sustainability Appraisal Monitoring

**4.1** The results of the SEA monitoring process are set out in Appendix 2. It should be noted that the monitoring period for the 2021 AMR is 1 April 2019 – 31 March 2021. The findings of the assessment are included in the columns headed 2020 and 2021.

### 2020 and 2021 SEA Monitoring Results

**4.2** The findings of the SEA monitoring will change from year to year due to small changes derived from the vagaries of development and external factors. Consequently, an overview of the trends and overall picture will provide a more comprehensive and robust analysis of the effects of the LDP than any single year, which effectively will only provide a snapshot at a point in time.

**4.3** There are 11 years of AMR results that need to be considered – the 2011 dummy run, AMR results from 2012 to 2019, and the most recently reported results for 2020

and 2021. The key issues that need to be addressed are changes between 2021 and 2019 (representing the change over the most recent monitoring period), and changes between 2021 and the starting year (representing plan period change).

**4.4** The first consideration is the number recorded for each type of result. Table 1 below sets out the SEA monitoring results by type and year.

**4.5** In 2021, there was one double negative effect recorded:

- **Air, noise, light and odour pollution, and air quality** – an increase in the number of recorded noise, light and odour complaints was recorded.

Two single negatives were recorded:

- **Housing** – for the first time since 2018, the average house price to earnings ratio increased from 1:4.9 to 1:5.02, moving further from the target of 1:4.4.
- **Waste reduction** – these indicators, apart from reuse of construction

Comparison of Effects											
Result	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
XX	3	0	0	0	2	0	2	1	2	1	1
X	4	8	5	2	4	4	5	9	5	3	2
O	2	5	9	7	4	5	4	4	4	8	6
+	6	6	5	9	6	9	6	4	9	3	3
++	2	3	3	4	5	4	3	3	1	1	1
DNA	7	2	1	0	1	0	3	1	1	6	9
NM	1	1	2	3	3	3	2	3	3	3	3

Table 1: Comparison of Effects, Results Over Time

waste, moved in the 'wrong' direction between 2019 and 2021 (including an increase in waste to landfill, reduction in municipal waste recycled and the number of sites providing public recycling facilities).

**4.6** The increase in waste baseline figures is as a result of Covid-related home working and house-clearance activities having a knock-on effect in terms of the municipal waste stream. The increase in waste to landfill, and reduction in the recycling rate, is due to waste disposal contractual issues relating to the reporting regime in place with NRW, which meant that some waste could not be counted towards the County Borough's recycling total, and is the subject of an ongoing legal challenge. The reduction in recycling facilities reflects the increase in brown bin coverage across the County Borough, which has rendered several local drop-off points (dating back to the 1990s) obsolete. The Council's network now centres on the six license and supervised household waste recycling centres, which collectively ensure Borough-wide coverage.

**4.7** As in previous years, only one indicator recorded a double positive result - the protection of geologically important sites, as there has been no loss of land for Regionally Important Geological Sites (RIGS) or geological Sites of Special Scientific Interest (SSSI).

**4.8** Three single positives were recorded, relating to:

- Availability of employment sites (reduction in vacancy rates to 11.5% from 13.2%);
- Protection of cultural identity;
- Protection and enhancement of important historic assets.

**4.9** Neutral results (offsetting positives and negatives realising a stable balance position or where there has been no change) relate to education, wealth, health, retention of population and making the most efficient use of land. However, there has been an increase in the number of indicators not monitored due to a lack of information. Three indicators are permanently not monitored (NM) whilst for nine indicators, data was unavailable this year (DNA).

**4.10** All negative indicators realised this year have also been negative in previous years, with the exception of waste reduction. No positive effects were seen for indicators





that had not recorded positive effects in previous years. It is possible that additional positive effects would have been seen for other indicators, for which data this year was not available. Again, however, the balance this year is slightly more positive than negative.

**4.11** Appendix 2 sets out the trends of how the objective results have changed over time, and gives an indication of whether they are constant or whether they are changing significantly, and if so in which direction. A number of indicators have switched between positive, neutral and negative over time, sometimes displaying significant annual variation. The results are heavily influenced by single events and variances in the data, which can skew results from one year to another.

### Assessment of Recent Changes (2019-21)

**4.12** Following a year of more negative effects being recorded in 2018, it was determined that the outcome of the 2019 AMR should be considered, prior to commenting on whether the 2018 effects were significant. The 2019 AMR displayed a slight shift towards positive effects, and this is maintained in 2021, albeit with a large number of indicators for which data was not available (DNA).

**4.13** The only indicator to record negative results for both years of this monitoring period has been pollution. However, educational achievement recorded negative results for consecutive years between 2018 and 2019, as did housing, flooding, and making efficient use of land, whilst landscape protection did so between 2019 and 2020. Whilst some of these have been succeeded by neutral results, they have in some cases reverted to negative or are now in the DNA category.

### Assessment of Long Term Changes (2011-21)

**4.14** The long-term comparison indicates a slight shift towards negative effect since 2011, with three objectives each maintaining or realising positive or changes, and four objectives realising negative ones. The three positives are:

- **Availability of employment sites** – whilst the vacancy rate in identified employment floorspace has fluctuated from 29% in 2012, it is 11.5% in 2021.
- **Protection of cultural identity** – the percentage of children educated in the medium of Welsh is 20.2% in 2021, above the 13.4% target;
- **Protection of important historic assets** – no planning permission has been granted regarding Historic Parks and Gardens or other historic assets contrary to GGAT/Cadw advice, and the number of listed buildings on the Buildings at Risk Register reached its lowest point in 2017 and has remained there.

**4.15** The negatives are:

- **Air, noise, light and odour pollution** – the number of recorded complaints for noise, light and odour pollution continues to rise;
- **Housing** – this is based on the average earnings to house price ratio, which has continued to grow (house prices are now five times average earnings);
- **Making efficient use of land** – whilst the rate of development on grade 1-3 agricultural land has decreased, the percentage of development on brownfield land has also decreased since 2019 and is below the 77.9% target;



- **Waste reduction** – these indicators, apart from reuse of construction waste, moved in the ‘wrong’ direction between 2019 and 2021 (including an increase in waste to landfill, reduction in municipal waste recycled and the number of sites providing public recycling facilities).

## Conclusion

**4.16** The results of the SEA monitoring for 2021 are balanced between positive and negative though somewhat mixed, there being a slight shift towards positive records between this monitoring period (2020-2021) and the last AMR (2019), although the opposite is the case when compared to the longer term position. This points to an overall conclusion of long-term variability and fluctuation, from which it is difficult to identify clear trends. This is due to the site-specific nature of certain indicators, external circumstances and the fact that many indicators are considered relative to national averages.

**4.17** Whilst several indicators have shown significant variation since the publication of the first AMR, the position regarding others is also uncertain, due to the number for which data was not available this year. However, a few indicators stand out for particular mention:

- **Air, noise, light and odour pollution** – negative in 2019, 2020 and 2021;
- **Educational achievement** – negative in 2018 and 2019, neutral in 2020 and 2021;
- **Housing** – negative in 2018 and 2019, neutral in 2020 and negative this year;
- **Flooding** – negative between 2015 and 2019, in the DNA category this monitoring period (2020 and 2021);

- **Making efficient use of land** – negative between 2017 and 2020 but neutral this year;
- **Landscape protection** – negative in 2019 and 2020, in the DNA category this year.

**4.18** However, caveats apply. While educational achievement indicators suggest a drop in the level of key stage 4 qualifications prior to 2020, the same is also true of the Welsh average against which they are compared. The housing objective is based solely on house prices, not rental values or housing condition, while the making efficient use of land objective does not have access to data relating to the land reclamation indicators.

**4.19** Despite this, these are key areas of importance for the 2nd Replacement LDP and will be central to the preparation of that plan, as well as the new integrated sustainability appraisal (ISA) framework that will be developed and utilised parallel to plan preparation itself. This process will seek to give effect in land use terms to complementary initiatives such as the 21st Century Schools programme, and to identify sites for development that are compliant with well-being legislation and Welsh Government’s renewed emphasis on placemaking as set out in Future Wales and PPW 11.

**4.20** In terms of the remaining life of the adopted LDP, the Council will seek to continue to address the shortfall in the housing land supply through proactive means, yet ensuring that such proposals are sustainable within the context of local and national environmental policy, including through its role as sustainable drainage approval body (SAB).

## 5. LDP Policy Monitoring

- 5.1** The 2019 AMR concluded that a review of the LDP was required. To this end, Council resolved in October 2019 to commence a review. Subsequently, a draft Review Report was prepared, which concluded that a revision of the LDP was necessary. The Review Report and accompanying draft Delivery Agreement were made subject to public consultation between January and March 2021, and approved by Council, and subsequently Welsh Government, in June 2021, thereby committing the Council to the plan preparation timetable contained therein. Preparation of the 2nd Replacement LDP has therefore commenced and is continuing.
- 5.2** Until such time as the 2nd Replacement LDP is adopted, the Council will continue to use the adopted LDP (up to 2021) for the determination of planning applications, along with national policy and Future Wales. Therefore, it remains necessary to understand those adopted LDP policies that are effective, and those that are not.
- 5.3** This section provides a summary of the results of the policy monitoring exercise, a summary of the triggered policies and a short assessment of the issue. A recommendation for action for each triggered policy is set out in Appendix 3.

Chapter 8 will consider the implications of these results and Chapter 9 will recommend what actions, if any, are necessary.

- 5.4** The statistical information relating to each of the indicators and factors is set out in the Annual Monitoring Report Background Tables. These tables do not form part of the Annual Monitoring Report and, as a result, they are not included in it. The strategic policies are considered against the monitoring framework to identify if any of the policies are not being implemented in accordance with the development strategy. A summary of the results for each policy are set out in table 3 opposite:
- 5.5** As in 2019, a number of strategic policies are not delivering as anticipated. Nine are identified as not requiring action, whilst two (SP3 – Development in the Southern Connections Corridor; and SP15 – Affordable Housing Target) are deemed as being in need of intervention. However, 11 policies are being delivered in accordance with the strategy – an improvement on the nine in 2019.



## Strategic Policy Delivery

Strategy Policies		Performance
SP1	Development in the HOVRA	
SP2	Development in the NCC	
SP3	Development in the SCC	
SP4	Settlement Strategy	
SP5	Settlement Boundaries	
SP6	Place Making	
SP7	Planning Obligations	
SP8	Minerals Safeguarding	
SP9	Waste Management	
SP10	Conservation of Natural Heritage	
SP11	Countryside Recreation	
SP12	Development of the Valleys Regional Park	
SP13	Leisure Centre in the HOVRA	
SP14	Total Housing Requirements	
SP15	Affordable Housing Target	
SP16	Managing Employment Growth	
SP17	Promoting Commercial Development	
SP18	Protection of the Strategic Leisure Network	
SP19	Transport Infrastructure Improvement	
SP20	Road Hierarchy	
SP21	Parking Standards	
SP22	Community, Leisure and Education Facilities	
KEY		
	Policy is being met or exceeded. No intervention required.	
	Policy is not delivering as anticipated but is delivering sufficiently and does not require intervention measures.	
	Policy is failing to deliver as anticipated and intervention measures should be considered.	

**Table 3: Strategic Policy Performance**

## 6. Mandatory Indicators

**6.1** The LDP Regulations and Development Plans Manual, Edition 3 set out those key indicators that should be included in monitoring frameworks (aside from local, contextual and SEA indicators). However, it was decided for consistency and comparison reasons that the 2016 AMR and subsequent AMRs will continue to include the 10 of the original 12 mandatory indicators still monitored. These indicators are:

- The housing land supply taken from the current Housing Land Availability Study (required by Regulation 37);
- The number of net additional affordable and general market dwellings built in the LPA's area (required by Regulation 37);
- The net employment land supply/development (ha/sq m.);
- The amount of development, including housing, permitted on allocated sites in the development plan as a % of development plan allocations and as % of total development permitted (ha and units);
- The average density of housing development permitted on allocated development plan sites;
- The amount of new development (ha) permitted on previously developed land (brownfield redevelopment and conversions) expressed as a percentage of all development permitted;
- The amount of major retail, office and leisure development (sq. m) permitted

in town centres expressed as a percentage of all major development permitted (TAN 4);

- The amount of development permitted in C1 and C2 floodplain areas not meeting all TAN 15 tests;
- The amount of greenfield and open space lost to development (ha) which is not allocated in the development plan;
- The amount of waste management capacity permitted expressed as a percentage of the total capacity required, as identified within the Regional Waste Plan (TAN 21) [not monitored];
- The extent of primary land-won aggregates permitted in accordance with the Regional Technical Statement for Aggregates expressed as a percentage of the total capacity required as identified in the Regional Technical Statement (MTAN);
- The capacity of Renewable Energy developments (MW) installed inside Strategic Search Areas by type (TAN 8) [not monitored].

**6.2** The results for these indicators are set out in the Mandatory Indicators Table in the Background Tables document. There is no requirement for commentary in respect of these indicators.

**6.3** Following the revocation of TAN 1, the first of the aforementioned indicators (relating to the Housing Land Availability Study) is no longer monitored. The Development Plans Manual now requires that the following indicators are monitored, which relate to the housing trajectory:

- The annual level of housing completions monitored against the anticipated annual build rate (AABR);
- Total cumulative completions monitored against the anticipated cumulative completions rate.

**6.4** However, the Manual is clear that for authorities who adopted their LDP prior to the publication of Edition 3, the average annual requirement (AAR) method should be used in preference to the AABR. Therefore, for the remainder of the lifetime of the adopted LDP, the AMR will monitor the two indicators above against the annual and cumulative requirements as specified in the trajectory.

**6.5** Whilst the requirement to produce a full AMR for 2020 was removed by Welsh Government due to the Covid 19 pandemic, the Council still prepared a Housing Delivery Statement for the monitoring period. This Housing Delivery Statement reported on the number of dwellings completed in 2019/20 and

provided an assessment of forecasted future delivery for the provision of housing. The Statement also set out a number of key actions that should be considered in order to address the shortfall. The Housing Delivery Statement was agreed by full Council in January 2021.

**6.6** The Housing Trajectory for the 2020/21 monitoring year is set out in Appendix 1. In accordance with the Development Plans Manual, a Housing Stakeholder Group has been set up to ensure completion figures are recorded correctly and to consider the timing and phasing of allocated LDP sites and sites with planning permission in respect of anticipated annual delivery rates.

**6.7** Members of the Housing Stakeholder Group were consulted on the site-specific completions figure for 2021 and forecasts for future completions for the next 5 years in respect of allocated sites and sites with planning permission. The Group agreed the completions figure of 417 units. Comments were received in respect of the forecasts for two sites, and these forecasts were subsequently amended to reflect the comments received. There were no sites where the forecast for future completions could not be agreed by the group.

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<sup>1</sup>Housing Delivery Statement 2021 (Accessible EN).pdf





## 7. Community Infrastructure Levy

**7.1** The community infrastructure levy (CIL) is a system of charges that local authorities can choose to levy against new development in their areas. Different rates of charge are identified for different types of development, dependent upon how viable each type of development is. The revenue generated from CIL is then used to fund infrastructure that will support future planned development in the County Borough. CIL was introduced in the County Borough on 1 July 2014. It is a mandatory charge that is levied against all new qualifying development.

**7.2** Regulation 62 of the Community Infrastructure Levy Regulations 2010 (as amended) requires a collecting authority to publish an annual report in respect of CIL for every year when CIL receipts have been collected. This report is required to outline:

- The total amount of CIL receipts received;
- The total amount of CIL receipts spent, including:
  - The amount spent on each item of infrastructure;
  - The amount passed to any local council (town or community council);
  - The amount eligible to be passed to areas not covered by a local council;
  - The amount passed to third parties to provide infrastructure;
  - The amount of CIL receipts recovered from any local council;

- The total amount of CIL receipts that have been retained at the end of the reporting year;
- Details of infrastructure payments accepted by the Council.

**7.3** Given that the reporting period for CIL is the same as that used for the Annual Monitoring Report for the LDP (1 April to 31 March) it makes sense that the Annual CIL Report be incorporated into the Annual Monitoring Report for that year. This will be published on the Council's website in October, in accordance with the requirements for publishing the Annual CIL Report (since no AMR was published in 2020, the CIL Report for that year was published independently).

**7.4** Table 4 sets out the summary of CIL receipts and expenditures for the 2020/2021 monitoring period. During this period a total of £935,827.78 in CIL receipts were received by the Council. A total of £109,037.97 was paid to six local councils in accordance with the CIL Regulations. In addition to this a further £30,961.22 is being retained for use within those areas of the County Borough that are not covered by local councils.

**7.5** The Council has set up procedures for considering and determining the expenditure of CIL receipts on infrastructure items on an annual basis. Specifically, expenditure will occur at the end of the financial year as part of the Council's budgetary considerations for the following year. To date, the Council has not allocated any of the CIL receipts to infrastructure projects but it is anticipated that the accumulated CIL receipts will support infrastructure projects included in the Council's Wellbeing and Place Shaping framework for the County Borough.



Local Council Area	CIL 2020/2021	Local Council CIL 2020/2021	Outside Local Council coverage 2020/2021	Admin Fees 2020/2021
Aber Valley	£0.00	£0.00		0.00
Argoed	£0.00	£0.00		0.00
Bargoed	£0.00	£0.00		0.00
Bedwas Trethomas & Machen	£355,835.50	£53,375.33		£17,791.77
Blackwood	£0.00	£0.00		£0.00
Caerphilly	£4,199.70	£629.96		£209.98
Darran Valley	£0.00	£0.00		0.00
Draethen, Waterloo & Rudry	£6,174.25	£926.14		£308.71
Gelligaer	£16,404.60	£2,460.69		£820.23
Llanbradach & Pwllypant	£0.00	£0.00		£0.00
Maesycwmmmer	£0.00	£0.00		£0.00
Nelson	£0.00	£0.00		£0.00
New Tredegar	£0.00	£0.00		£0.00
Penyrheol, Trecenydd & Energlyn	£337,177.47	£50,576.62		£16,858.87
Rhymney	£0.00	£0.00		0.00
Risca East	£7,128.15	£1,069.23		£356.41
Risca Town	£0.00	£0.00		0.00
Van	£0.00	£0.00		0.00
Outside CC /TC coverage	£208,908.11		£30,961.22	£10,445.41
<b>Total 2020/2021</b>	<b>£935,827.78</b>	<b>£109,037.97</b>	<b>£30,961.22</b>	<b>£46,791.38</b>
<b>Cumulative Total</b>	<b>£3,441,823.77</b>	<b>£426,086.01</b>	<b>£86,788.70</b>	<b>£172,091.18</b>
<b>Total Income</b>		<b>£3,441,823.77</b>		
<b>Total Expenditure</b>		<b>£598,177.19</b>		
<b>Retained for areas outside CC/TC coverage</b>		<b>£86,788.70</b>		
<b>CIL remaining for CCBC</b>		<b>£2,756,857.88</b>		

Table 4: Community Infrastructure Levy Income and Expenditure Summary

**7.6** The Council has reached agreement with all local councils that neighbourhood CIL payments will be made to the relevant community/town council by no later than

30 June each year. The relevant payments to the six community/town councils have been completed. Tables 5 and 6 detail any local council payments and spend.

Local Council Area	Local Council CIL Balance	CIL Revenue 2020/2021	CIL Spend 2020/2021	Remaining CIL Balance
Aber Valley	£0.00	£0.00	£0.00	£0.00
Argoed	£0.00	£0.00	£0.00	£0.00
Bargoed	£0.00	£0.00	£0.00	£0.00
Bedwas Trethomas & Machen	£88,566.47	£53,375.33	£0.00	£141,941.80
Blackwood	£6,092.94	£0.00	£5,789.53	£303.41
Caerphilly	£22,191.14	£629.96	£0.00	£22,821.10
Darran Valley	£0.00	£0.00	£0.00	£0.00
Draethen, Waterloo & Rudry	£926.14	£926.14	£1,852.28	£0.00
Gelligaer	£1,354.71	£2,460.69	£0.00	£3,815.40
Llanbradach & Pwllypant	£3,580.75	£0.00	£0.00	£3580.75
Maesycwmmmer	£71,075.98	£0.00	£20,442.00	£50,633.98
Nelson	£0.00	£0.00	£0.00	£0.00
New Tredegar	£0.00	£0.00	£0.00	£0.00
Penyrheol, Trecenydd & Energlyn	£50,271.07	£50,576.62	£0.00	£100,847.69
Rhymney	£0.00	£0.00	£0.00	£0.00
Risca East	£5,795.37	£1,069.23	£0.00	£6,846.60
Risca Town	£2,960.31	£0.00	£2,960.31	£0.00
Van	£7,095.55	£0.00	£0.00	£7,095.55
<b>Total 2020/2021</b>	<b>£259,910.43</b>	<b>£109,037.97</b>	<b>£31,044.12</b>	<b>£337,886.28</b>

**Table 5: Local Council CIL Payments and Spend**

**7.7** Table 7 details any payments and spend within areas that are not covered by local councils.

**7.8** In accordance with the CIL Regulations, the Council has taken £46,791.38 of the CIL receipts in admin fees to assist in covering the cost of implementing and operating the CIL. The admin fees amount to 5% of the total CIL receipts for the year.

**7.9** It can be confirmed that no infrastructure payments have been received in lieu of

CIL and no CIL receipts have been passed to third parties to provide infrastructure. Given the above, the remaining amount of CIL receipts available for expenditure on infrastructure items is £2,756,857.88 as of 31 March 2021.

**7.10** Use of the accumulated CIL receipts will be a key element of the funding proposals for the implementation of the Council's Wellbeing and Place Shaping framework.

Local Council	Project	CIL spend
Bedwas, Trethomas and Machen		
Blackwood	Commemorative Garden at Gordon Road	£5,789.53
Draethen, Waterloo and Rudry	Chevrons at Rudry Defibrillator	£1,449.60 £402.68
Gelligaer		
Maesycwmmmer	Defibrillator Equipment for Maesycwmmmer Primary School	£1442.00 £19,000.00
Risca Town	A number of planters and baskets in various locations in and around the Town Centre	£2,960.31

**Table 6: Details of Local Council Spend 2020/21**

Ward	Ward CIL Balance	CIL Revenue 2020/2021	CIL Spend 2020/2021	Remaining CIL Balance
Abercarn	£0.00	£570.00	£0.00	£570.00
Crumlin	£3,386.75	£444.87	£0.00	£3,831.62
Newbridge	£498.80	£1,081.55	£0.00	£1,580.35
Cefn Fforest	£0.00	£0.00	£0.00	£0.00
Pengam	£2,579.92	£8,616.99	£0.00	£11,196.91
Penmaen	£42,969.35	£17,140.29	£0.00	£60,109.64
Pontllanfraith	£2,432.41	£1,781.60	£0.00	£4,214.01
Crosskeys	£0.00	£0.00	£0.00	£0.00
Ynysddu	£3,960.25	£1,325.92	£0.00	£5,286.17
<b>TOTAL</b>	<b>£55,827.48</b>	<b>£30,961.22</b>	<b>£0.00</b>	<b>£86,788.70</b>

**Table 7: Wards with no Local Council Coverage - CIL Payments and Spend**

## 8. Commuted Sums and Financial Payments within Section 106 Agreements

**8.1** As part of the monitoring of policy SP7, data is collected on the number of applications where a section 106 agreement has been signed, requiring the provision of physical infrastructure and/or financial contributions needed to make a development acceptable in planning terms. This section sets out the financial contributions that have been secured within the 2019/20 and 2020/21 monitoring years through the signing of section 106 agreements, together with information on the contributions that the

Council have received from section 106 payments and commuted sums within these years.

**8.2** Table 8.1 sets out the amount of money secured through section 106 agreements in respect of financial payments and commuted sums. A commuted sum is a one-off payment of capital as a contribution towards the future maintenance of eligible assets to be adopted for the lifetime of the development. The rationale for seeking commuted sums for future maintenance and associated works is to ensure that the local authority has the financial resource to cover the upkeep and replacement of assets they adopt from developers.

Site	Payment type	Number of units	Amount Secured (2019/20)	Amount Secured (2020/21)
Virginia Park Golf Club, Caerphilly	LEAP and public open space; travel plan	350	£60,000 for travel plan, commuted sum to be determined at time of transfer	£68,000 for maintenance of changing rooms
Gelliargwell Farm, Gelligaer	Maintenance monies to be held/used should dam remedial work not be completed by 31/12/2030	N/A		£2,500
Bedwelty Comprehensive School, Aberbargoed	Public open space	46		£19,500
Ty yn y Pwll Hotel, Trethomas	Enhanced transport provision			£15,000
Hawtin Park, Pontllanfraith	Culvert under adopted highway	190	£14,805	
Glanbrynar Farm, Pontllanfraith	Highway maintenance			£148,484
<b>Total Amount Secured</b>			<b>£74,805</b>	<b>£253,484</b>

**Table 8.1: Commuted sums and financial payments agreed within a signed section 106 agreement**

**8.3** Table 8.2 sets out the amount received by the Council during 2019/20 and 2020/21 for financial contributions agreed as part of section 106 agreements, and money received as commuted sums for highways operations.

**8.4** In January 2019, it became a requirement for new developments over 100 sq m to apply to the Council in its capacity as the

sustainable drainage approval body (SAB) for the approval and adoption of drainage systems. As part of this, commuted sums would normally be required for the ongoing maintenance of these drainage systems.

**8.5** While commuted sums agreed by the SAB will be reported through the AMR, none have been secured.

Site	Payment type	Service Area	Total amount received (2019/20)	Total amount received (2020/21)
Mill Road, Caerphilly	Commutated sum	Parks Services	£19,495	
Hawtin Park, Pontllanfraith	Commutated sum	Parks Services	£20,000	
	Commutated sum	Highways	£14,805	
Gelliargwellt Farm, Gelligaer	S106 contribution	Parks Services		£2,500
Bedwellty Comprehensive School, Aberbargoed	S106 contribution	Parks Services		£19,500
Glanbrynar Farm, Pontllanfraith	Commutated sum	Highways		£148,484
<b>Total Amount Received</b>			<b>£54,300</b>	<b>£170,484</b>

**Table 8.2: Commuted sums and S106 financial payments received**



## 9. Assessment Conclusions

- 9.1 The LDP Manual states “All LPAs with an adopted LDP are required to prepare an AMR...AMRs must be approved by the LPA and submitted to Welsh Government by 31 October of the respective year...The AMR should assess the extent to which the plan’s strategy and key policies, sites and infrastructure requirements are being delivered. Each AMR will be based on the results and commentary of the preceding year. This will enable trends to become clear, with more refined commentary and analysis. It will then be clear how policies and proposals are delivering year on year.”
- 9.2 This chapter considers the results of the monitoring exercise and identifies the policies that are not being implemented and the reasons why.

### Are the LDP Objectives Being Achieved?

- 9.3 The Adopted LDP includes 24 objectives, which contribute towards the achievement of the Aims set out in the plan. The full list of the objectives, and their relative performance, is set out in Appendix 4.
- 9.4 Of the 24 objectives set out in the plan, 13 are being delivered as expected. Eight have made progress but are not being delivered as anticipated in the development strategy, while three are assessed as failing to deliver. Whilst the poor economic climate prevalent in the early part of the plan period depressed activity in the development industry as well as other commercial sectors, the impact of Brexit and the Covid-19 pandemic have been, and may continue to be, the major global influences of the latter. These factors, taken in the round over the lifetime of the plan, are likely to have had a detrimental effect on residential, commercial and employment development.

- 9.5 Objective 9 concerns housing delivery. The Housing Trajectory in Appendix 1 shows that the number of dwellings that have been constructed each year have been consistently below the annual average requirement (AAR) of 575 dwellings per annum for every year since 2008-9. The economic crash and subsequent recession have had a significant impact on housebuilding across the County Borough and build rates have not recovered to the levels delivered at the start of the plan period.
- 9.6 In 2020/21, the housing completion figures was 417 dwellings, which was substantially higher than recent years, but still significantly lower than the AAR (27.5% lower than the requirement). Several large private sector sites are currently being developed out by major housebuilders (including Hawtin Meadows in Pontllanfraith, Pandy Road in Bedwas, Hendredenny in Caerphilly, the former Bedwellty School site in Aberbargoed and Oakdale Golf Club). In addition, there have been a large number of completions on registered social landlord schemes with developments at Llanbradach (All Saints Church and the former De Winton Public House), Caerphilly (Caerphilly Magistrates Court and the affordable element of Virginia Park) and Croespenmaen (Land at Ty Mawr) having been completed during the monitoring year.
- 9.7 As a consequence of the low levels of annual completions, the cumulative total of dwellings that have been developed is considerably lower than the number of dwellings that the plan makes provision for based on a straight-line AAR trajectory of 575 dwellings per annum (Figure 9.1). At this point in the plan period (15 years), it would be assumed that 8,625 dwellings would have been constructed. However, only 5,588 have been built, equating to



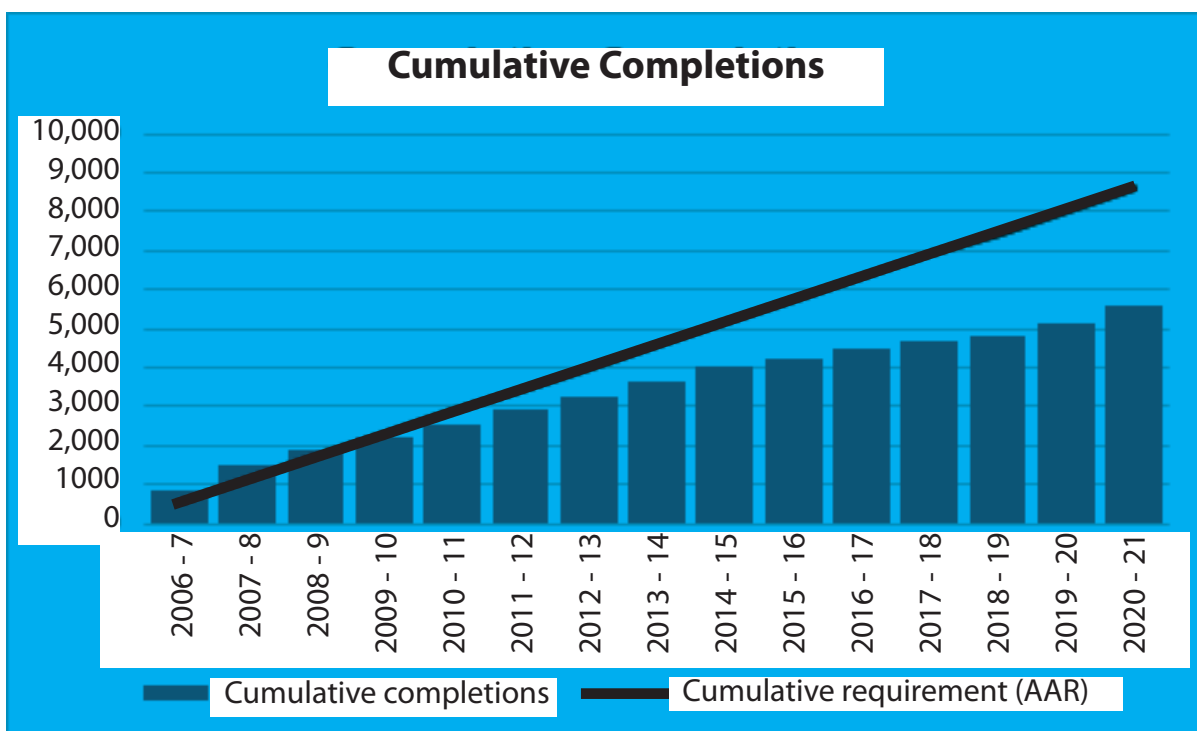
65% of the housing requirement that would have been expected at this point in the plan period. This is a shortfall of 3,037 dwellings, or 35% below what should have been delivered, with only 8 months left of the plan period.

**Figure 9.1 Cumulative Completions**

**9.8** The forecast completions after the LDP plan period has ended are anticipated to continue to remain lower than the AAR. The impact of the Covid-19 pandemic on the housebuilding industry in the long-term is not fully known, and there is inevitably a degree of uncertainty regarding any trajectory, as the economy seeks to recover from the impacts of Covid 19, together with Brexit. Unprecedented increases in material costs for construction have been reported in recent months, together with difficulties in sourcing materials. If this continues, this will have implications for housing delivery. Whilst the forecast figures have been agreed by the Housing Stakeholder Group, it is acknowledged that they can only be an estimate at a point in time.

**9.9** Objective 17, relating to the County Borough’s role as a commercial and employment centre, and objective 18 (providing and protecting a diverse portfolio of employment land for a variety of employment uses), have also been identified as not delivering, on the grounds of minimal take-up and a very low level of permissions having been granted during the monitoring period. The LDP has been relatively successful in respect of the development of employment sites and it is therefore not surprising that only a few sites remain. However, it is important that opportunities are explored through the development plan process to ensure that there will be a diverse portfolio of sites available in the future to support the County Borough’s strategic position in respect of employment and commercial development, especially given its position within the national growth area as specified in Future Wales.

**9.10** The position regarding objectives 9, 17 and 18 remains unchanged since 2019. It would be unrealistic to expect a development plan to deliver all of its



objectives consistently and constantly through any plan period as external factors and fluctuations in development pressures will lead to anomalies. Given the economic climate has influenced development throughout the plan period (post adoption), it is not surprising that a number of the indicators have not been delivered as expected.

**9.11** Whilst it largely remains the case that the LDP continues to meet its objectives, particularly with regard to those concerning environmental protection, and whilst it should be borne in mind that SEA monitoring indicates a 'mixed bag' of positive and negative effects, there is, as noted, a high degree of variability regarding those indicators as well as the fact that they monitor social, economic and cultural effects as well as environmental ones.

**9.12** Overall, and as in 2019, the plan, generally speaking, is being implemented successfully. However, the rate at which new housing is being delivered, and new economic and commercial development is taking place, remains low and requires intervention.

### **Are LDP Policies Being Implemented?**

**9.13** Table 3, in Chapter 5, sets out the performance of the strategic policies in meeting the LDP objectives. 11 of the 22 strategic policies have been recorded as delivering in accordance with the strategy.

**9.14** Nine are identified as not delivering as anticipated but not requiring action. These are:

### **SP4: Settlement Strategy**

**9.15** Commentary in the 2019 AMR regarded those indicators that were triggered as being beyond the forces of the LDP's control, and not a sign that the policy was

failing. This situation has not worsened – consumer spending data, as measured by the most recent Shopper Attitude Survey, shows little change, thereby indicating resilience, and resident satisfaction is a mixed picture, where it has increased in Caerphilly, Risca and (marginally) Ystrad Mynach and declined in Bargoed and (significantly) Blackwood.

**9.16** Vacancy rates, in four of the five principal centres, have increased since 2019, although in only one (Bargoed) has that been sufficient to trigger the indicator. Footfall, in each of the three town centres for which data applies here, suffered a dramatic decline as a result of the Covid pandemic, though this was clearly outside the remit of the LDP policy framework and applied to town and city centres UK-wide.

**9.17** Mid-2021 footfall data would suggest a slight uptick since March 2020 and whilst vacancy rates continue to be a stubborn issue in particular in Bargoed, the County Borough's town centres are proving their resilience. However, it may take time for mid to longer-term shifts for which the pandemic was a catalyst to become apparent, and therefore this is an area to continue to monitor with interest.

### **SP5: Settlement Boundaries**

**9.18** SP5 sets the policy framework for the designation of Settlement Boundaries that aim to define where development would normally be allowed, to promote the full and effective use of urban land, prevent the coalescence of settlements and prevent inappropriate development in the countryside.

**9.19** The policy has just one indicator that monitors the number of applications for urban forms of development (those not listed in Policy CW15, criterion C) that are permitted outside of the designated

settlement boundaries. It should be noted that the trigger for this indicator is an absolute figure (zero permissions), to ensure that monitoring does not become too onerous to be effective, and has to occur consistently for three years.

**9.20** The policy triggered in the 2017 AMR for the first time as urban forms of development had been located outside of settlement boundaries. Whilst the approval of applications outside of the settlement boundary is a matter of concern, these have primarily been linked to the housing land supply issue rather than a failure of the settlement boundary as a mechanism to prevent inappropriate development in the countryside.

### **SP8: Minerals Safeguarding**

**9.21** This policy seeks to ensure that the County Borough continues to produce its minerals requirements by safeguarding reserves and maintaining a 10-year land bank. This policy has triggered on one of its two indicators, relating to the yearly production of aggregates (based on usage) averaged across a three-year period. This Indicator has triggered in every AMR except 2016 and 2018, where the data for its monitoring was not available.

**9.22** The indicator, and its trigger values, was set against prevailing production and consumption patterns that existed prior to the economic downturn and, therefore, the trigger values reflect more commercially buoyant times. The economic downturn has had the effect of significantly reducing demand for minerals and, given that the supply of minerals closely mirrors the demand for it, the production of minerals has also significantly reduced below the trigger level for the policy. The Council's landbank is still in excess of 50 years, meaning that the policy is being delivered

as anticipated, although the demand for minerals has reduced.

### **SP10: Conservation of Natural Heritage**

**9.23** This policy seeks to protect, conserve and enhance the natural heritage of the County Borough, and is monitored through five factors that address different designations of landscape quality and natural heritage protection. Two of these factors address natural heritage issues, one related to loss of SSSI land (no loss recorded) and one considered the loss of SINC/LNR land (26 applications recorded). All of the factors under this policy have the ambitious trigger level of no loss of asset. These triggers are absolute and make no consideration for the nature of the proposed development (taking account of such each year would make the monitoring process excessively onerous). As a result, any development that affects the asset will trigger the policy.

**9.24** The four proposals that have been granted permission include one dwelling, an orangery, a two-bay garage and four new stables. As two of these relate to pre-existing dwellings and one is a use compatible with environmental designations, it is not considered that this would result in harm.

### **SP16: Managing Employment Growth**

**9.25** This policy makes provision for economic growth during the plan period, identifying the amount of land allocated for employment through a range of employment sites. This policy is monitored through four indicators, two of which have triggered.

**9.26** 31.6% of employees are now recorded as being in part-time employment, which is slightly above the trigger level of 30% and a slight reduction since 2019. However,

there has been an overall increase during the monitoring period in the number of people in employment from 81,900 to 84,600, whilst annual unemployment rates have also decreased since the 2019 AMR falling from 5.2% to 4.5%.

**9.27** SP2 considers the take-up of land on allocated (EM1) employment sites for all uses, whereas SP16 considers the overall development of EM1 land for just class B uses. The figure in this (two year) monitoring period is 0.5 ha, though zero in 2021. Whilst this has been sufficient to trigger the indicator, in terms of planning permissions, 11 ha worth of permissions were granted on allocated and protected employment sites in the monitoring period (6.07 and 4.91). Whilst this is a reduction from the 12 ha in 2019 and the low rate of development for business uses is concerning, land does remain available in the County Borough, both for short-term opportunities and redevelopment proposals on existing sites.

**9.28** It is anticipated that this low rate of development is as a result of the Covid restrictions and the potential impact of Brexit in the short term, rather than a sign of the policy failing. However, it is accepted that there is a need to address the County Borough's portfolio of employment land through the preparation of the 2nd Replacement LDP, as discussed in the following chapter.

### **SP17: Promoting Commercial Development**

**9.29** This policy is monitored through three factors, two of which have been triggered. The monitoring considers employment levels in commercial services, which has remained constantly above the trigger point for the last few years.

**9.30** It also monitors the number of commercial/retail developments permitted

outside of the principal town centre boundaries. While the number this year (three) has been sufficient to trigger, it includes developments such as fitness centres on EM2 (employment) sites, which in certain circumstances, is in line with existing policy, and ancillary development at an existing supermarket.

**9.31** Also monitored is the level of commercial development on allocated sites (principal town and local centre development sites [CM4] and commercial opportunity areas [CM5]). There has been no take-up of CM5 sites since 2014, and no development of CM4 allocations since 2018. However, over 60% of CM4 sites (in terms of area) have been developed during the plan period, with planning permission having expired in other cases due to market-related factors. Whilst very little B1 development has taken place in commercial opportunity areas, they do contain existing town centre uses and this does not, by itself, imply failure of the policy when taken against the additional considerations referred to.

### **SP18: Protection of the Strategic Leisure Network**

**9.32** This policy seeks to maintain the existing leisure network, protecting it from inappropriate development. This is monitored through two indicators, one of which has triggered – as was the case in 2019. This indicator relates to the number of new play areas that have been delivered through S106 agreements.

**9.33** The trigger level was set during more buoyant economic times. At the time of establishing the trigger point a number of facilities were delivered through S106 obligations tied to planning permissions, generally in conjunction with residential development. The reduction in new provision reflects the economic conditions and the low housing delivery rates, rather

than providing an indication that the policy is failing.

- 9.34** This is further borne out by the fact that no play areas, and only small areas of informal open space, have been lost to development since the adoption of the LDP. This indicates that the policy is protecting the strategic leisure network.

### **SP19: Transport Infrastructure Improvement**

- 9.35** This indicator considers the number of schemes that have been delivered in respect of policy TR5 (Transport Improvement Schemes in the Northern Connections Corridor), TR6 (Transport Improvement Schemes in Caerphilly Basin) and TR7 (New Roads to Facilitate Development). TR5 is the only policy of the three to trigger, as none of the five schemes identified within the LDP in the Northern Connections Corridor have been delivered. This is not a failure of the plan, rather it relates to the limited financial resources to fund schemes. The schemes that have been prioritised are those with the most significant congestion issues.

### **SP20: Road Hierarchy**

- 9.36** This policy sets out the road hierarchy for the County Borough. The establishment of a road hierarchy facilitates the efficient use of the highways network by ensuring that traffic is channeled onto the most appropriate routes in order to maintain appropriate environmental, amenity and safety conditions.
- 9.37** Therefore, it is the effectiveness and efficiency of the highway network that is monitored through two indicators: one in respect of monitored road links that exceed their design capacity, i.e. they are congested; and one that identifies if any of the congested links do not have programmed or allocated improvements.

The latter indicator has triggered, as one of the four congested links does not have a programmed or allocated improvement scheme (A469 south of Watford Road).

- 9.38** The link that triggers this indicator forms part of the strategic network around Caerphilly. Whilst the link itself is not subject to an improvement scheme, its traffic issues are in a large part caused by the congestion issues affecting the Caerphilly northern bypass. The LDP allocates improvement schemes across the northern bypass from Bedwas Bridge roundabout to Penrhos roundabout. Furthermore, land is safeguarded under policy TR9 for the Caerphilly south eastern bypass and these improvements, when implemented, would have the knock-on effect of reducing the congestion on the triggered link.
- 9.39** Improvements were undertaken at Pwlllypant roundabout during the previous monitoring period which may have had a consequential effect on the wider network. However, data has not been forthcoming since that time and, as traffic flows had remained almost constant since the triggering of the indicator, it will be necessary to consider data provided since the completion of these improvements.
- 9.40** Whilst the above policies are not delivering the objectives as anticipated, they are largely being affected by external factors that the adopted LDP has no control over. As a result, these policies are not considered to be failing.
- 9.41** Two policies are identified as not delivering and requiring intervention. They are:

### **SP3: Development in the SCC**

- 9.42** The strategy in the SCC seeks to consolidate development within existing settlement boundaries and 96% of the housing sites allocated in this area were



on brownfield sites. The 2019 AMR showed a decrease in the number of housing completions on brownfield sites compared to previous years and this has decreased again to 27.3% in 2020, recovering slightly to 35.6% in 2021 but still well down on the 61% in 2019.

**9.43** Due to appeals being allowed at out-of-settlement, greenfield sites such as Hendredenny and Pandy Road, this phenomenon was predicted to occur.

**9.44** Whilst this issue concerns the SCC at the present time due to the location of those, particular greenfield sites, it is pertinent to the rest of the County Borough within the context of housing delivery more widely, as will be evident if and when other greenfield sites become the subject of housing applications, and possibly appeals.

**9.45** Whilst TAN 1 was revoked in its entirety in March 2020, paragraph 6.2 of TAN 1, which regarded the five-year housing land supply as a material consideration in the determination of planning applications, was disapplied in 2018, instead putting the onus on “decision makers (i.e. local authorities) to determine the weight to be attributed to the need to increase housing land supply where a LPA has a shortfall”. This was noted by the 2019 AMR and gave rise to the recommendation that the Council should continue to proactively address the shortfall in housing delivery.

**9.46** Research undertaken in respect of appeal decisions elsewhere in Wales by the planning consultancy Lichfields highlights that, since 2020, housing delivery remains an important consideration. In each of the cases looked at, the inspector has not rejected the housing need case, despite the requirement to demonstrate a five-year housing land supply having been revoked

**9.47** The Planning Inspectorate in Wales continues to take the view that the under-delivery of housing remains a material consideration. Matters to be considered in determining the weight to be attributed to under-delivery include:

- The extent of the shortfall;
- The length of time there has been a shortfall;
- How soon the Council will be able to demonstrate through an adopted LDP that it will meet the area’s housing need.

### **SP15: Affordable Housing Target**

**9.48** There has been improvement regarding this indicator since 2019. 47 affordable units have been delivered since then, mostly in the latter year of this monitoring period. Consequently, it now only triggers on three of the four points that it did then. The 25% area has not triggered this year.

**9.49** However, there has still been no improvement in the 10% affordable housing area. Delivery in the 40% area was marginally below the 25% trigger (24.6%) although the number of affordable units delivered across the County Borough as a percentage of the total is still below the requirement.

**9.50** Average house prices have risen again which, when assessed against the 2009 Viability Study base level, will obviously trigger that indicator.

**9.51** Despite the increase in affordable housing delivery since 2019, less than one third of the target identified within the LDP has been delivered. Whilst this is due to prevailing economic conditions in the earlier part of the plan period which impacted on overall housing delivery and viability, it still remains a matter of significant concern.



## 10. Recommendations

**10.1** This chapter addresses the steps that the Council intends to take to secure the implementation of the policies, and highlights the ongoing preparation of the 2nd Replacement LDP. It identifies any changes to parts of the plan that will need to be considered.

### 2nd Replacement Local Development Plan

**10.2** The 2019 AMR recommended that, despite substantial progress having been made in implementing the adopted LDP, a review of the LDP should take place in recognition of the need to identify more land for housing and employment. It also recommended that the Council should continue to address the shortfall in the housing land supply through proactive means, including:

- Considering proposals for new residential development on their relative planning merits on a site-by-site basis and having due regard for the need to increase the housing land supply in line with national planning policy and guidance;
- Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;
- Utilising the innovative funding model to bring forward Council owned sites with viability issues;
- The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment;

- Prioritising affordable and new-build Council housing on brownfield sites to help preserve our natural environment;
- Work to ensure new housing complies with high environmental standards to help address the climate emergency.

**10.3** Subsequently, a draft Review Report was prepared, which concluded that a revision of the LDP was necessary. The Review Report and accompanying draft Delivery Agreement were made subject to public consultation between January and March 2021, and approved firstly by Council, and secondly by Welsh Government, in June 2021. As a result, preparation of the 2nd Replacement LDP has formally commenced, with the Council required to meet the timetable contained within the agreed Delivery Agreement. This should result in adoption of the 2nd Replacement LDP in late 2024.

### Southern Connections Corridor

**10.4** The 2021 AMR process has identified that one policy – SP3 (Development in the SCC) – is not being delivered as anticipated and requires intervention. However, the reason that this policy is seen to be failing is down to the number of dwellings for which planning permission has been granted on greenfield sites outside settlement limits. Consequently, it makes sense to consider this within the more general issue of housing delivery.

### Housing

**10.5** The 2021 AMR has identified that one policy – SP15 (Affordable Housing Target) – and one objective (9: Ensure an adequate and appropriate range of housing sites are available in the most suitable locations) are not being

delivered and require intervention. This is despite the fact that SP14 (Total Housing Requirements) is now being met, which was not the case in 2019, due to the higher number of completions and the fact that it is assessed against a low annual trigger point. However, when assessed against the annual requirement set out in the housing trajectory, the number of completions realised in 2021 remains deficient.

**10.6** It will not be possible for the adopted LDP to achieve its target of 8,625 dwellings, and at least 964 affordable dwellings, over the plan period. The number of completions over the course of the plan period is over 3,000 behind the cumulative average annual requirement (AAR) as set out in the housing trajectory.

10.7 Whilst the preparation of an up-to-date LDP is the appropriate means of addressing the housing shortfall in the medium to long term, it will not be adopted until 2024. Therefore, as in 2019, there remains a need to increase the housing land supply in the short term, utilising a number of direct interventions.

**10.8** The under-delivery of housing will remain a material consideration in the determination of planning applications, and inspectors will continue to take it seriously, despite the revocation of TAN 1. Therefore, the previous recommendation that proposals for residential development should be considered on their relative merits on a site-by-site basis, having regard to the need to increase the housing land supply, remains valid. One key introduction is that of Future Wales, and the implications for the County Borough of being part of a 'national growth area'. Future Wales has development plan status alongside the

adopted LDP, and therefore has a direct role in the determination of planning applications.

**10.9** The Council continues to attempt to increase the number of sites that are regarded as developable, and to this end, the recommendations made in 2019 remain applicable. The Council continues to work closely with Welsh Government and the Cardiff Capital Region City Deal to access funding mechanisms for the appropriation of brownfield sites and to incentivise sites in less viable areas, where remediation costs and the lack of viability are the two major barriers to development. Clearly, these will be vital considerations in the context of the preparation of the 2nd Replacement LDP, as all sites put forward will be required to demonstrate deliverability during the lifetime of that plan. In addition any assistance that can be offered by Welsh Government and CCRC in terms of land reclamation and helping developers overcome viability gaps will be beneficial in terms of delivering a sustainable and geographically equitable LDP strategy.

**10.10** In addition, the Council will continue to utilise innovative housing models to stimulate development for Caerphilly Homes and will continue to work with RSL partners to bring forward sites that would otherwise not be developed. It also works proactively with the registered social landlords that operate within the County Borough to identify windfall and small sites suitable for the development of affordable housing.

### **Commercial and Employment**

**10.11** Objective 17, which concerns Caerphilly County Borough's role as a commercial and employment centre, and objective 18 (providing and protecting a diverse

portfolio of employment land for a variety of employment uses), have also been identified as not delivering, on the grounds of minimal take-up and the low level of permissions granted during the monitoring period.

**10.12** The situation is almost identical to 2019. Mandatory indicator M3 indicates that 37.7 ha of allocated employment land (0.5 ha increase since 2019) have been developed since the start of the plan period, approximately a third of all the land allocated in the LDP. 23.9 ha of this land have been developed for business uses, as a number of sites have been developed for other uses (including a new school on Plateau 3, Oakdale and housing at Hawtin Park and Penallta).

10.13 The adopted LDP allocates three employment sites in the Caerphilly Basin. To date, one of these sites has been built out (Western Industrial Estate) and a further site (Caerphilly Business Park) has been partially developed. Land availability within the Caerphilly Basin is, therefore, very limited. Whilst there are opportunities for redevelopment on existing industrial estates, the lack of any significant sites for employment growth is a concern from a strategic perspective.

**10.14** Identification of Caerphilly and Ystrad Mynach as a 'strategic hub' by the Ministerial Taskforce for the South Wales Valleys, and the expansion of the Tech Valleys programme into the northern part of the County Borough, provide opportunities. Masterplans for these three areas have been approved as supplementary planning guidance to the LDP, which set out proposals for employment space; residential development; integrated transport hubs; business incubation

and entrepreneurship; town centre regeneration and tourism and cultural development. Whilst it is anticipated that initial investment will act as a catalyst, it is important that land is identified to further these objectives. Land availability is therefore critical and the 2nd Replacement LDP is the most appropriate means of addressing this.

**10.15** Employment land does remain in the Mid Valleys Corridor and Heads of the Valleys, including Oakdale where Welsh Government is investing in infrastructure provision, as well as land suitable for redevelopment on existing estates. However, the range of available sites needed to meet future business needs, and the policy framework that complements the portfolio of sites set out in the LDP will be a key area for the ongoing plan preparation process to address, especially in light of the County Borough's position within the Cardiff, Newport and the Valleys 'national growth area'.

### **Expiry of the Adopted LDP**

**10.16** In September 2020, the (then) Minister for Housing and Local Government issued clarification in respect of LDP expiry dates, stating that LDPs adopted prior to 4 January 2016 "will remain the LDP for determining planning applications until replaced by a further LDP." Whilst this eliminates the possibility of a local policy vacuum until such time as the 2nd Replacement LDP is adopted, it does not change the position regarding housing delivery highlighted in 2019 and reiterated here. Pressure will remain on the Local Planning

Authority to grant permission for development in locations that may be contrary to the adopted LDP as a result of continued under-delivery, and is an issue that will be seriously considered by the Planning Inspectorate in respect of appeals of this nature.

## Preparation of a SDP

**10.17** Strategic Development Plans (SDPs) are intended to provide a robust framework for the delivery of the land use implications of existing City Deal proposals and to allow larger than local issues such as housing, employment and infrastructure, which cut across LPA boundaries, to be considered in an integrated and comprehensive way. The Planning (Wales) Act 2015 sets out the process for preparing a SDP.

**10.18** Considerable work has been undertaken by the ten local authorities within the Cardiff Capital Region with respect to a SPD, on the matters of the SDP boundary, governance arrangement and scope and content.

**10.19** Future Wales sets out those matters that a SDP should establish for its region:

- Spatial strategy;
- Settlement hierarchy;

- Housing provision and requirement;
- Gypsy and traveller need;
- Employment provision;
- Spatial areas for strategic housing, employment growth and renewable energy;
- Identification of green belts, green corridors and nationally important landscapes where required;
- Location of key services, transport and connectivity infrastructure;
- Framework for the sustainable management of natural resources and cultural assets;
- Ecological networks and opportunities for protecting or enhancing the connectivity of those networks and the provision of green infrastructure;
- Co-ordinated framework for mineral extraction and the circular economy, including waste treatment and disposal.



**10.20** Welsh Government undertook consultation in late 2020 on the tabling of regulations concerning the establishment of Corporate Joint Committees (CJCs) and the preparation of SDPs. These have since been laid before the Senedd – specifically, the South East Wales Corporate Joint Committee Regulations 2021 in respect of the Cardiff Capital Region. The South East Wales CJC will comprise elected representatives of the ten local authorities (plus, for SDP purposes, the Brecon Beacons National Park) and will assume the role of preparing the region’s SDP (previously the responsibility of the Strategic Planning Panel). The CJC will be responsible for its own budget and staff and will have subsidiary powers in relation to the exercise of its functions, as well as the economic well-being function set out in the Local Government and Elections (Wales) Act 2021 (anything which it considers is likely to promote or improve the economic well-being of its area).

**10.21** Whilst the new South East Wales CJC has been established in law, SDP preparation is yet to commence and it will not be adopted until the 2nd Replacement LDP is in place. It is therefore incumbent upon the Council to continue to progress the 2nd Replacement LDP as per the Delivery Agreement, including for those matters which will ultimately be dealt with at the regional level by the SDP.

**10.22** There will be a requirement to review the 2nd Replacement LDP four years after its adoption, by which time a SDP should be in place. In this instance, any further replacement LDP will take the form of a LDP ‘Lite’, which will be required to be in general conformity with the SDP and not duplicate any of that document’s strategic policies. In essence, LDP ‘Lites’

are intended as allocations documents, giving effect to regionally determined levels of provision and policy positions.

## Conclusion

**10.23** Since 2019, a review of the adopted LDP has taken place, and preparation of the 2nd Replacement LDP commenced. This fulfils one of the recommendations in the previous AMR. An earlier resolution was to seek the early commencement of a SDP. Whilst some time has elapsed, the necessary legislative and regulatory elements are in place to allow this to proceed, with SDP preparation likely to commence in early 2022.

**10.24** As a result of ministerial clarification, the adopted LDP will no longer expire at the end of this year but will remain in effect for the purpose of determining planning applications until such time as the 2nd Replacement LDP is adopted. This removes the threat of a policy vacuum at the local level that was previously anticipated, though local policy as set out in the adopted LDP will need to be considered in the context of Future Wales, given its development plan status.

**10.25** In large part, the adopted LDP has been successful in terms of delivery of its objectives, as well as the policies that seek to give effect to its strategic approach. However, challenges remain. The lack of a five-year housing land supply in the past has led to pressures which have been clearly manifested through new greenfield development in the Southern Connections Corridor. Nonetheless, the under-delivery of housing remains a significant issue and, despite the revocation of TAN 1, continues to be taken seriously by planning inspectors through the appeals process. Therefore, those proactive measures identified in



the 2019 AMR continue to be valid. Also, there remain concerns regarding the availability of employment land to fulfil aspirations for economic growth, and to meet the needs of business. The 2nd Replacement LDP is the most appropriate means of addressing these issues in terms of site allocations and land portfolios, as well as the accompanying policy implementation, within the context of the national policy framework set by Future Wales, and the County Borough's position within the 'national growth area'.

**10.26** The 2021 AMR concludes and recommends that:

**R1 - Substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan, adopted 2010**

**R2 - In light of the conclusions of the most recent Review Report, preparation of the 2nd Replacement Local Development Plan should continue, consistent with the processes and timetable set out within the approved Delivery Agreement**

**R3 - In the period up to the adoption of a new Replacement LDP, the Council will continue to address the shortfall in the housing land supply through proactive action, including:**

- **Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;**
- **Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability**

**areas and promote remediation of suitable brownfield sites for development;**

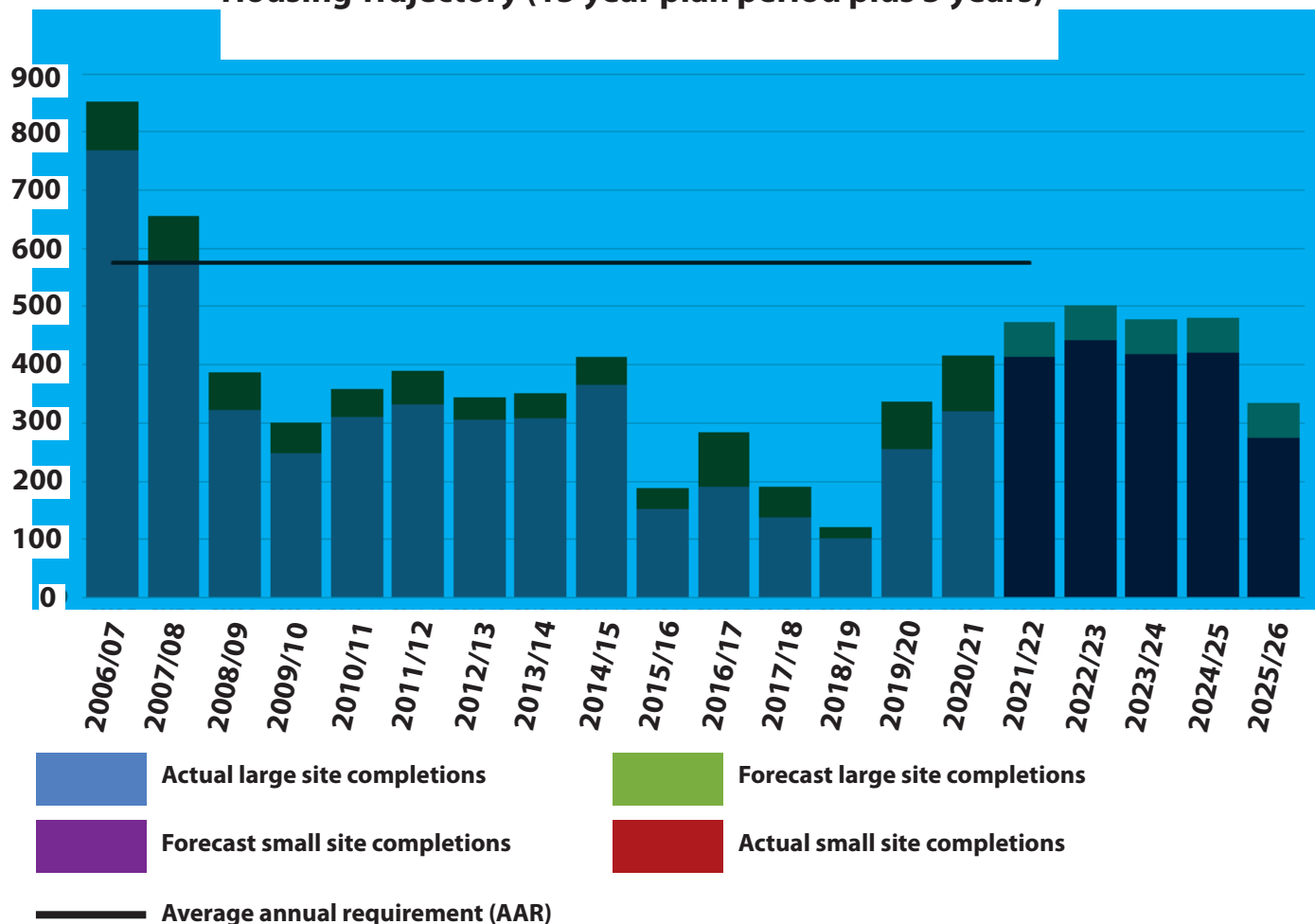
- **Utilising innovative funding models to bring forward Council owned sites with viability issues;**
- **The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment;**
- **Prioritise affordable and new build Council housing on brownfield sites to help preserve our natural environment;**
- **Work to ensure new housing and other Council led development schemes complies with high environmental standards to help address the climate emergency.**



# APPENDIX 1: Housing Trajectory

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
<b>Remaining Years</b>	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
<b>Total recorded completions</b>	852	656	387	300	358	390	344	351	414	187	284	190	122	336	417
<b>Annual requirement (based on straight line AAR)</b>	575	575	575	575	575	575	575	575	575	575	575	575	575	575	575
<b>Difference between actual completions and AAR</b>	277	81	-188	-275	-217	-185	-231	-224	-161	-388	-291	-385	-453	-239	-158
<b>Percentage difference</b>	48.2	14.1	-32.7	-47.8	-37.7	-32.2	-40.2	-39.0	-28.0	-67.5	-50.6	-67.0	-78.8	-41.6	-27.5
<b>TO</b>															
<b>Actual recorded completions on large sites during year</b>	768	578	322	249	310	333	306	307	365	152	191	137	102	256	319
<b>Actual recorded completions on small sites during year</b>	84	78	65	51	48	57	38	44	49	35	93	53	20	80	98
<b>CA</b>															
<b>Cumulative completions</b>	852	1,508	1,895	2,195	2,553	2,943	3,287	3,638	4,052	4,239	4,523	4,713	4,835	5,171	5,588
<b>Cumulative requirement (AAR)</b>	575	1,150	1,725	2,300	2,875	3,450	4,025	4,600	5,175	5,750	6,325	6,900	7,475	8,050	8,625
<b>Difference between cumulative completions and cumulative AAR</b>	277	358	170	-105	-322	-507	-738	-962	-1,123	-1,511	-1,802	-2,187	-2,640	-2,879	-3,037
<b>Percentage difference</b>	48.2	31.1	9.9	-4.6	-11.2	-14.7	-18.3	-20.9	-21.7	-26.3	-28.5	-31.7	-35.3	-35.8	-35.2

## Housing Trajectory (15 year plan period plus 5 years)



## Forecast Completions – 5 years beyond plan period

There is no requirement to forecast

	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Allocated sites - units under construction at 1st April 2021	46					
Windfall sites - units under construction at 1st April 2021	161					
Forecast completions - LDP sites		20	95	92	85	84
Forecast completions - Windfall sites		186	347	327	336	190
<b>Total Forecast completions</b>		<b>413*</b>	<b>442</b>	<b>419</b>	<b>421</b>	<b>274</b>

\*Assumes units under construction in 20/21 will be included as completions ins 21/22

## APPENDIX 2 – SEA/SA Monitoring Overview

Objective	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
To reduce the average resource consumption of each resident	X	DNA	NM	NM	NM	NM	NM	NM	NM	NM	NM
To improve the condition of housing and ensure the range of housing types are accessible to meet the needs of residents.	+	+	+	+	++	X	+	X	X	O	X
To reduce the incidence of crime	+	X	X	+	+	+	+	X	O	O	DNA
To improve educational achievement	XX	X	+	+	X	X	O	XX	XX	O	O
To allow equal opportunities for all	NM	NM	NM	NM	NM	NM	NM	NM	NM	NM	NM
To increase the percentage of people of working age in employment	XX	++	O	O	XX	+	+	X	+	X	O
To increase the wealth of individuals in CCBC	DNA	X	X	+	O	O	X	X	+	X	O
To ensure a sufficient range of employment sites are available	DNA	X	X	++	O	O	DNA	+	X	O	+
To improve the health of individuals	XX	X	O	++	O	+	XX	O	+	O	O
To retain the population of county borough to at least current levels and attain a more balanced demographic structure?	DNA	+	+	++	X	X	O	X	O	O	O
To allow all residents easy access to leisure facilities	DNA	+	++	+	++	++	++	+	O	+	DNA
To reduce air, noise, light and odour pollution and ensure air quality improves.	+	O	O	X	+	+	XX	O	XX	X	XX
To protect the landscape value of the most important landscapes in the county borough and maintain a clean and accessible environment to encourage a greater sense of belonging.	DNA	X	O	O	X	+	++	O	X	X	DNA
To protect the cultural identity of the county borough	DNA	+	X	O	+	+	O	++	+	O	+
To protect and enhance important historic assets	+	++	++	O	+	+	+	++	+	+	+
To protect aquifers and improve the quality and quantity of the water in our rivers and to reduce water consumption	++	O	DNA	O	++	+	DNA	DNA	DNA	DNA	DNA
To minimise the number of developments affected by flooding	X	O	O	+	X	X	X	X	X	DNA	DNA
To make the most efficient use of land and to reduce contamination and safeguard soil quantity, quality and permeability.	+	X	O	O	XX	O	X	X	X	XX	O
To protect geologically important sites and improve their accessibility	++	++	++	++	++	++	++	++	++	++	++
To reduce the amount of waste produced and increase the reuse of materials	+	+	+	+	DNA	++	+	O	+	O	X
To enhance the biodiversity of the county borough	O	O	O	+	O	O	X	+	+	DNA	DNA
To reduce the total amount of CO <sup>2</sup> produced within the county borough each year	X	DNA	X	NM	NM	NM	NM	NM	NM	NM	NM
To reduce congestion by minimising the need to travel, encourage alternatives to the car and make best use of the existing transport infrastructure.	X	O	O	+	+	+	O	+	+	DNA	DNA
To increase the proportion of energy gained from renewable sources.	DNA	+	+	X	++	X	X	X	+	DNA	DNA
To improve the performance of material assets within the county borough	O	X	O	O	+	O	+	X	+	DNA	DNA

### 2015 Results Summary

XX	Most, if not all indicators not meeting targets	+	Overall balance of indicators meeting targets	O	Offsetting positives and negatives realising a stable balanced position	NM	Not Monitored
X	Overall balance of indicators not meeting targets	++	Most, if not all indicators meeting targets	DNA	The Objective could not be effectively assessed		

## Effect of Changes Over Time

Effect of Changes Over Time										
Change	2011 /12	2012 /13	2013 /14	2014 /15	2015 /16	2016 /17	2017 /18	2018 /19	2020 /21	2011 /21
<b>Positive To Neutral Changes</b>	2	1	1	4	1	2	2	1	2	1
<b>Neutral to Negative Changes</b>	0	0	1	3	0	3	2	2	0	0
<b>Positive to Negative Changes</b>	1	1	1	3	2	2	4	1	1	2
<b>DNA To Negative Changes</b>	3	1	0	0	0	0	0	0	0	0
<b>Double Positive to Double Negative Changes</b>	0	0	0	0	0	1	0	0	0	0
<b>Positive to Double Negative Changes</b>	0	0	0	0	0	0	0	0	0	1
<b>No Change (Negative)</b>	1	3	0	0	2	2	4	4	1	0
<b>DNA To Neutral Changes</b>	1	0	1	0	0	0	0	0	0	2
<b>Negative to DNA Changes</b>	0	0	0	0	0	0	0	0	2	2
<b>Neutral to DNA Changes</b>	0	0	0	0	0	1	0	0	3	2
<b>Positive to DNA Changes</b>	0	0	0	1	0	1	0	0	3	1
<b>No Change (Neutral)</b>	2	4	4	3	5	3	1	0	1	0
<b>DNA To Positive Changes</b>	3	0	0	0	1	0	1	0	0	2
<b>Negative to Neutral Changes</b>	4	4	1	0	2	2	2	3	1	0
<b>Neutral To Positive Changes</b>	0	0	4	3	2	1	2	2	0	0
<b>Negative To Positive Changes</b>	1	1	3	2	2	1	1	3	1	0
<b>Double Negative to Double Positive Changes</b>	0	0	0	0	0	0	0	0	0	0
<b>No Change (Positive)</b>	4	7	6	5	8	6	3	5	3	1

## APPENDIX 3: Triggered Policies

Policy	Issue		Comment	Consideration	Action Required
<b>SP3</b>	Factor 2	Percentage of total new housing development on Brownfield land.	Only 27.3% of new housing development was on brownfield land in 2020, and 35.6% in 2021 (trigger point 88%)	This is expected due to the granting of permission for housing development on greenfield sites at appeal	Action required to increase the supply of sustainably located housing land within settlement limits
<b>SP4</b>	Factor 1	Annual footfall in 3 of the principal town centres.	Footfall has dropped significantly, and is below the target, in all three towns	This is expected as a result of the Covid-19 restrictions. However, consumer spending remains resilient	No action required
	Factor 2	Vacancy Rates in the 5 principal town centres.	Vacancy rates in Bargoed above the 20% trigger	Vacancy rate changes have been modest. Bargoed is the only town above the 20% trigger point. It is hoped the Heads of the Valleys Masterplan (approved as SPG) can help realise redevelopment opportunities in respect of Bargoed	No action required, but will form a consideration for the 2RLDP evidence base
	Factor 3	Percentage of residents satisfied with their town centres	Customer satisfaction below the 56.4% trigger point in Blackwood (38%)	Blackwood is the only town to trigger. Preparation of a Greater Blackwood Masterplan (to be approved as SPG) will assist in the identification of new commercial opportunities	No action required
	Factor 4	Percentage of money spent in County Borough retail centres as a total of total spend	Non-bulky goods only remains beneath the trigger (6th year)	Change since previous Shopper Attitude Survey is minor in respect of all three categories (convenience, bulky, non-bulky)	No action required, but will form a consideration for the 2RLDP evidence base

Policy	Issue		Comment	Consideration	Action Required
<b>SP5</b>	Factor 1	Number of applications for urban forms of development (not defined by criterion C, Policy CW15) located outside of settlement boundaries either approved by CCBC or allowed on appeal	Triggered for fifth straight year	Number of permissions is in single figures and primarily been linked to the housing land supply issue rather than a failure of the settlement boundary as a mechanism to prevent inappropriate development in the countryside	No action required
<b>SP8</b>	Factor 2	Average yearly usage of aggregates by the construction industry (averaged across the preceding 3 years)	Triggered in every year of the monitoring, apart from where data was not available	Minerals production is intrinsically aligned to minerals use (minerals are not produced if there is no market for them), which reduced dramatically as a result of the economic downturn and has not yet recovered in any substantive way. As a result mineral production has dramatically reduced to reflect this	No action required
<b>SP10</b>	Factor 2	Number of approved applications that result in loss of area of SINC/LNR to development	Triggered five times in a row up to and including 2019, and again in 2021 (not 2020). Number of permissions granted in 2021 is four	The four proposals that have been granted permission include one dwelling, an orangery, a two-bay garage and four new stables. As two of these relate to pre-existing dwellings and one is a use compatible with environmental designations, it is not considered that this would result in harm	No action required
<b>SP15</b>	Factor 1	Yearly affordable housing unit numbers delivered through the planning system as a percentage of total housing units (based on units built)	Triggered for the ninth straight year for the 10% area and fourth straight year for the 40% area. No longer triggered for the 25% area.	Whilst there has been improvement since 2019, affordable housing is not being delivered at the required rates – a corollary of general house building being low. Low levels of development viability also impact on the level of affordable housing delivered	Action required to improve affordable housing delivery (2RLDP preparation and more short-term proactive measures)



Policy	Issue		Com-ment	Consideration	Action Required
SP15	Factor 2	Average house price (over the base Viability Study 2009 level)	Triggered for the fifth year in 2021 as house prices continue to increase	The average house price is now over £35,000 above the maximum sensitivity test used to set the affordable housing targets. In theory, the increase in house prices should mean that development should be more viable, and more affordable housing is delivered, but there are a number of factors that need to be considered on a site-by-site basis that influence this. Overall, there is a need to improve affordable housing delivery, and the increase in average house price would support this, rather than being a matter of concern	No action required
SP16	Factor 3	Number of employees in part time employment as a % of total employees in employment	Triggered for the ninth consecutive time in 2021	The monitoring framework was set out prior to the economic downturn and reflects the more buoyant economic climate that existed. This factor is concerned with economic conditions which are outside the control of the development plan and does not indicate that the policy is failing	No action required
	Factor 4	Annual area of land developed for class B employment use	Triggered in 2020 and 2021	SP2 considers the take-up of land on allocated (EM1) employment sites for all uses, whereas SP16 considers the overall development of EM1 land for just class B uses. The figure in this (2 year) monitoring period is 0.5 ha, though zero in 2021. Whilst this has been sufficient to trigger the indicator, in terms of planning permissions, 11 ha worth of permissions were granted on allocated and protected employment sites in the monitoring period (6.07 and 4.91). Whilst this is a reduction from the 12 ha in 2019 and the low rate of development for business uses is concerning, land does remain available in the County Borough, both for short-term opportunities and redevelopment proposals on existing sites. It is anticipated that this low rate of development is as a result of the Covid restrictions and the potential impact of Brexit in the short term, rather than a sign of the policy failing. However, it is accepted that there is a need to address the County Borough's portfolio of employment land through the preparation of the 2nd Replacement LDP	None in respect of policy application, but employment land portfolio/delivery will be a consideration of 2RLDP preparation

Policy	Issue		Comment	Consideration	Action Required
<b>SP17</b>	Factor 2	Number of commercial/ retail development permitted outside designated principal town centre boundaries	Triggered in 2020 and 2021	While the number this year (three) has been sufficient to trigger, it includes developments such as fitness centres on EM2 (employment) sites, which could reasonably be expected to favour such sites over town centres in any event	No action required
	Factor 3	Area of class B1 employment uses permitted within commercial opportunity areas, as a percentage of total designated area	Triggered for the last eight years in Caerphilly, six years in Blackwood and in 2021 in Bargoed	There has been no take-up of CM5 sites (commercial opportunity areas) since 2014, and no development of CM4 allocations (town centre development sites) since 2018. However, over 60% of CM4 sites (in terms of area) have been developed during the plan period, with planning permission having expired in other cases due to market-related factors. Whilst very little B1 development has taken place in commercial opportunity areas, they do contain existing town centre uses and this does not, by itself, imply failure of the policy when taken against the additional considerations referred to	No action required
<b>SP18</b>	Factor 2	Number of planning applications that provide new formal play are as through S106 agreements	Triggered for the last nine years	<p>As with other indicators, the trigger level was set during more buoyant economic times. At the time of establishing the trigger point a number of facilities were delivered through S106 obligations tied to planning permissions, generally in conjunction with residential development. The reduction in new provision reflects the economic conditions, rather than providing an indication that the policy is failing</p> <p>This is further borne out by the fact that no play areas, and only small areas of open space, have been lost to development since the adoption of the LDP. This indicates that the policy is protecting the strategic leisure network</p>	No action required

Policy	Issue		Comment	Consideration	Action Required
<b>SP19</b>	Factor 1a	Number of schemes identified in policy TR5 delivered through obligations and agreements	Triggered for the last four years	This indicator considers the number of schemes that have been delivered in respect of policy TR5 (Transport Improvement Schemes in the Northern Connections Corridor), TR6 (Transport Improvement Schemes in Caerphilly Basin) and TR7 (New Roads to Facilitate Development). TR5 is the only policy of the three to trigger, as none of the five schemes identified within the LDP in the Northern Connections Corridor have been delivered. This is not a failure of the plan, rather it relates to the limited financial resources to fund schemes	No action required
<b>SP20</b>	Factor 2	The number of monitored Links that are above CRF level that do not have planned improvements	Triggered for the last four years	<p>The link that triggers this indicator forms part of the strategic network around Caerphilly. Whilst the link itself is not subject to an improvement scheme, its traffic issues are in a large part caused by the congestion issues affecting the Caerphilly northern bypass. The LDP allocates improvement schemes across the northern bypass from Bedwas Bridge roundabout to Penrhos roundabout. Furthermore, land is safeguarded under policy TR9 for the Caerphilly south eastern bypass and these improvements, when implemented, would have the knock-on effect of reducing the congestion on the triggered link</p> <p>Improvements were undertaken at Pwllypant roundabout during the previous monitoring period which may have had a consequential effect on the wider network. However, data has not been forthcoming since that time and, as traffic flows had remained almost constant since the triggering of the indicator, it will be necessary to consider data provided since the completion of these improvements</p> <p>Whilst the objectives are not being delivered as anticipated, they are largely being affected by external factors that the adopted LDP has no control over. As a result, these policies are not considered to be failing</p>	No action required.

## APPENDIX 4: Performance against the LDP Objectives

LDP Objective		Commentary	Performance
1	<b>Accommodate sustainable levels of population growth.</b>	The 2011 Census identified that the County Borough has already accommodated the population levels that had been predicted for the end of the plan period. Whilst the projected population levels have been met, the associated housing development required to ensure that this population is accommodated in the most sustainable way has not been delivered as expected.	
2	<b>Ensure that the County Borough is well served by accessible public open space and accessible natural green space.</b>	The policies protecting and enhancing open and natural green space are performing well and the objective is being met.	
3	<b>Ensure the effective and efficient use of natural and built resources while preventing the unnecessary sterilisation of finite resources through inappropriate development.</b>	The policy framework is delivering appropriate development. Development in designated SINCs, SLAs and VILLs remains very limited in scale and is acceptable within those areas. As such the objective is being met overall.	
4	<b>Ensure that the environmental impact of all new development is minimised.</b>	Those strategic policies relating to environmental protection are being met.	
5	<b>Improve energy, waste and water efficiency while promoting environmentally acceptable renewable energy to maintain a cleaner environment and help reduce our impact on climate change.</b>	Many of the measures used in addressing these issues are outside the scope of the LDP. However, whilst the policy framework is contributing toward the overall objective, SEA/SA monitoring has realised a slight positive shift over the course of this monitoring period.	
6	<b>Encourage waste management based on a hierarchy of reduce, reuse, recovery (including material recycling, energy recovery and composting) and safe disposal.</b>	Many of the measures used to realise the hierarchy lie outside of the remit of the LDP. However whilst the policy framework assists in delivering sustainable waste management, SEA monitoring has shown a negative shift in terms of waste reduction since the last monitoring period.	

LDP Objective		Commentary	Performance
7	<b>Encourage the re-use and / or reclamation of appropriate brownfield and contaminated land and prevent the incidence of further contamination and dereliction.</b>	The majority of allocated brownfield sites in the NCC and SCC have been reclaimed and redeveloped. The policy framework is controlling development to ensure that further contamination does not take place. The objective is being met.	
8	<b>Concentrate new development in appropriate locations along existing and proposed infrastructure networks that are accessible to pedestrians, cyclists and to public transport in order to sustain and complement the role and function of individual settlements.</b>	This principle underpins the development strategy for the LDP and the allocations have taken this issue fully into account. This issue is also a consideration set out in the policy framework against which development proposals are considered. This objective is being met.	
9	<b>Ensure an adequate and appropriate range of housing sites are available across the County Borough in the most suitable locations to meet the housing requirements of all sections of the population.</b>	As outlined in objective 1 the projected population for the plan period has already been reached but only 65% of the required housing provision has been delivered. Whilst these low levels of housing development can be attributed to the economic climate leading to low development rates in the early part of the plan period, there is insufficient time remaining to address the significant shortfall. Furthermore, affordable housing is also not being delivered at the levels required. As a result, this objective is not being met.	
10	<b>Ensure that all new development is well de-signed and has regard for its surroundings in order to reduce the opportunity for crime to occur.</b>	Design is a key consideration in respect of development proposals and is an important element of the policy framework. SEA/SA monitoring raises no issues in respect of design and crime related indicators are realising positive outcomes. This objective is being met.	
11	<b>Identify, protect and, where appropriate enhance, valuable landscapes and landscape features and protect them from unacceptable development.</b>	The plan has allocated landscapes for protection and these are protected through the policy framework. The SEA/SA monitoring realises positive outcomes for some landscape indicators, but there are some areas of concern in respect of some elements of the landscape and this needs to be monitored going forward.	

LDP Objective		Commentary	Performance
12	<b>Identify, protect and enhance sites of nature conservation and earth science interest and ensure the biodiversity of the County Borough is enhanced.</b>	Policy SP10 – Conservation of Natural Heritage has triggered as part of this monitoring assessment. Whilst the amount of land being lost is very small, this remains an issue moving forward for the plan although, given the small areas of land in question, the objective is not being met as proposed at the moment.	
13	<b>Create appropriate new landscape and ecological features and habitats as an integral part of new development wherever appropriate.</b>	This was assessed positively previously, though information is not forthcoming this year for several of the indicators used to monitor this.	
14	<b>Manage, protect and enhance the quality and quantity of the water environment and reduce water consumption.</b>	This issue has not received any negative impacts from the SEA/SA monitoring in the early part of the plan period, although the data has not been available for the previous 3 AMRs.	
15	<b>Reduce the impact of flooding by ensuring that highly vulnerable development is directed away from areas of risk wherever possible.</b>	SEA/SA monitoring has realised negative results for this issue previously. However, the indicators are based against a zero comparison and small areas can be affected by development and be acceptable as it is the use of the land that determines whether a site should not be utilised. Whilst small areas of land liable to flooding are subject to development, the proposed development is not unacceptable and, whilst the monitoring results are negative, the objective is largely being met (as highly vulnerable development is not being permitted in the flood zones).	
16	<b>Reduce congestion by minimising the need to travel, promoting more sustainable modes of transport and making the most efficient use of existing transport infrastructure.</b>	The imbalance between population and residential/employment development is having knock-on effects for this issue, which has realised negative results recently. Whilst out-commuting has decreased, the number of road links without transport improvements has triggered.	



LDP Objective		Commentary	Performance
17	<b>Capitalise on Caerphilly's strategic position further developing its role as a commercial and employment centre in the heart of the Valleys City Region with strong links to the Heads of the Valleys area and as the smart alternative for locating development to Cardiff and Newport.</b>	As in previous years, very little EM1 land has been developed and there remains significant concern about the level of economic development taking place in the County Borough and the availability of attractive sites.	
18	<b>Provide and protect a diverse portfolio of employment land for a variety of employment uses, focusing in particular on higher value employment opportunities and sites to meet local need, including waste management facilities.</b>	Whilst a number of employment sites have been developed over the plan period, it is important that there continues to be a diverse portfolio of sites available to meet demand. As above, there is concern about the take up of employment land in the County Borough, as low take up rates raises concern about the suitability of the sites that remain undeveloped within the LDP.	
19	<b>Encourage the development of high quality, all season tourist attractions and tourist accommodation that complements the natural and built environment of the County Borough.</b>	A total of 6 of the 9 allocations have been delivered, at least in part. As such this objective is being met.	
20	<b>Maximise the efficient use of the existing infrastructure and encourage the necessary improvements to the network to sustain necessary levels of development at appropriate locations across the County Borough.</b>	Rail related developments have progressed well. Highway improvements have not been delivered as expected, although this is due to the low levels of development that is taking place, which provides funding for these improvements. Overall progress is being made but the objective is not being delivered as anticipated.	
21	<b>Protect and provide a wide range of community and health facilities which are appropriately located and easily accessible, and which meet the needs of all sections of the population.</b>	The majority of allocations in the LDP either have either been delivered or have planning permission. This objective is being met.	

LDP Objective		Commentary	Performance
22	<b>Maintain the vitality, viability and character of the County Borough's town and village centres and re-establish them as a focus for economic activity and community pride.</b>	While data indicates a decline in terms of footfall and vacancy rates, consumer spending data indicates little change overall and resident satisfaction has seen minor fluctuations (including increases) in most towns. Commercial development has been slow in recent years but town centres appear resilient.	
23	<b>Maintain, enhance and develop a hierarchy of town and village centres which are easily accessible, and which meet the needs of all sections of the population.</b>	While data indicates a decline in terms of footfall and vacancy rates, consumer spending data indicates little change overall and resident satisfaction has seen minor fluctuations (including increases) in most towns. Commercial development has been slow in recent years but town centres appear resilient.	
24	<b>Protect and enhance the overall quality of the historic natural and built environment of the County Borough</b>	SEA/SA monitoring has consistently realised strong positive outcomes for the historic environment with the policy framework protecting assets and the number of buildings at risk being reduced overall. The objective is being met.	

## APPENDIX 5 – Local Council CIL Payments and Spend

Local Council	Local Council CIL Balance	CIL Revenue 2020/2021	CIL Spend 2020/21	Remaining CIL Balance
Aber Valley	£0.00	£0.00	£0.00	£0.00
Argoed	£0.00	£0.00	£0.00	£0.00
Bargoed	£0.00	£0.00	£0.00	£0.00
Bedwas, Trethomas and Machen	£88,566.47	£53,375.33	£0.00	£141,941.80
Blackwood	£6,092.94	£0.00	£5,789.53	£303.41
Caerphilly	£22,191.14	£629.96	£0.00	£22,821.10
Darran Valley	£0.00	£0.00	£0.00	£0.00
Draethen, Waterloo and Rudry	£926.14	£926.14	£1,852.28	£0
Gelligaer	£1,354.71	£2,460.69	£0.00	£3,815.40
Llanbradach and Pwllypant	£3,580.75	£0.00	£0.00	£3580.75
Maescwmmmer	£71,075.98	£0.00	£20,442.00	£50,633.98
Nelson	£0.00	£0.00	£0.00	£0.00
New Tredegar	£0.00	£0.00	£0.00	£0.00
Penyrheol, Trecenydd and Energlyn	£50,271.07	£50,576.62	£0.00	£100,847.69
Rhymney	£0.00	£0.00	£0.00	£0.00
Risca East	£5,795.37	£1,069.23	£0.00	£6,846.60
Risca Town	£2,960.31	£0.00	£2,960.31	£0.00
Van	£7,095.55	£0.00	£0.00	£7,095.55
<b>TOTAL</b>	<b>£259,910.43</b>	<b>£109,037.97</b>	<b>£31,044.12</b>	<b>£337,886.28</b>

## Details of Local Council Spend 2020/21

Local Council	Project	CIL spend
<b>Bedwas, Trethomas and Machen</b>		
<b>Blackwood</b>	Commemorative Garden at Gordon Road	£5,789.53
<b>Draethen, Waterloo and Rudry</b>	Chevrons at Rudry Defibrillator	£1,449.60 £402.68
<b>Gelligaer</b>		
<b>Maesycwmmmer</b>	Defibrillator Equipment for Maesycwmmmer Primary School	£1442.00 £19,000.00
<b>Risca Town</b>	A number of planters and baskets in various locations in and around the Town Centre	£2,960.31

## Wards with no Local Council Coverage, CIL Payments and Spend

Ward	Ward CIL Balance	CIL Revenue 2020/2021	CIL Spend 2020/2021	Remaining CIL Balance
<b>Abercarn</b>	£0.00	£570.00	£0.00	£570.00
<b>Crumlin</b>	£3,386.75	£444.87	£0.00	£3,831.62
<b>Newbridge</b>	£498.80	£1,081.55	£0.00	£1,580.35
<b>Cefn Fforest</b>	£0.00	£0.00	£0.00	£0.00
<b>Pengam</b>	£2,579.92	£8,616.99	£0.00	£11,196.91
<b>Penmaen</b>	£42,969.35	£17,140.29	£0.00	£60,109.64
<b>Pontllanfraith</b>	£2,432.41	£1,781.60	£0.00	£4,214.01
<b>Crosskeys</b>	£0.00	£0.00	£0.00	£0.00
<b>Ynysddu</b>	£3,960.25	£1,325.92	£0.00	£5,286.17
<b>TOTAL</b>	<b>£55,827.48</b>	<b>£30,961.22</b>	<b>£0.00</b>	<b>£86,788.70</b>

## APPENDIX 6 – LDP Allocation Monitoring

Allocation		Developed	Planning App	Status / Comments
SP13	The Council will support the development of a leisure centre within the Heads of the Valleys Regeneration Area	Not Developed		No proposals for a leisure centre at present.
MW1.1	Cwmbargoed Disposal Point, north west of Fochriw	Not Developed		
HG1.1	Land to the South of Merthyr Road	Not Developed	P/05/0366, P/05/0295	Only 2 units complete. No planning applications submitted for remainder of site.
HG1.2	Land East of Llechryd Bungalow	Not Developed		
HG1.3	Old Barrel Store	Developed	06/0066/FULL	Completed 2012
HG1.4	Lower Hill Street	Not Developed	20/0472/NCC	Extension of time to commence approved 16/07/2020
HG1.5	Maerdy Garage adjacent to Maerdy House	Under Construction	16/1059/FULL	Permission granted March 2017 to carry out infrastructure works to create new access drives and footways to serve future residential development. Single unit under construction.
HG1.6	Maerdy Crossing	Not Developed	15/0528/NCC	Previous permission expired
HG1.7	Former depot south of Pontlottyn Link Road	Not Developed	19/0679/NCC	Outline permission for 25 dwellings granted 17/10/2019
HG1.8	Heol Evan Wynne	Developed	P/06/0124	Completed 2012
HG1.9	Greensway	Not Developed		
HG1.10	Land south west of Carn y Tyla Terrace	Not Developed		Previous permission expired
HG1.11	Land adjacent to Brynglas	Developed	07/0019/FULL	Completed 2013
HG1.12	Land off Railway Terrace	Not Developed		
HG1.13	Land at Graig Rhymney	Partially		Previous permission expired
HG1.14	Land adjacent to Abernant Road	Partially	14/0232/FULL, 16/0683/FULL	2 dwellings developed.
HG1.15	Bedwellty Road	Partially	P/06/0671 (Outline), 12/0090/RM (Phase 1), 21/0005/FULL	Phase 1 developed, 4 self-build plots developed. Full application for 76 units awaiting determination.
HG1.16	Land adjacent to Gelynos Avenue	Partially	Outline P/04/0510, full for individual plots, 18/0525/FULL – erect two pairs of 3 bed semi-detached dwellings	Self build development
HG1.17	Aberbargoed and District Hospital	Developed	12/0594/FULL	Completed 2015
HG1.18	Aberbargoed Plateau	Not Developed		

Allocation		Developed	Planning App	Status / Comments
HG1.19	Aberbargoed Plateau	Not Developed		
HG1.20	YGG Cwm Rhymini	Developed	07/0719/FULL	Completed 2009. 100% affordable housing
HG1.21	Park Estate	Not Developed		
HG1.22	Bedwellty Comprehensive School	Under construction	18/1005/FULL	Full permission for 55 units granted 21-3-2019. Under construction
HG1.23	Land within curtilage of the Pentwyn Inn	Developed	07/1166/FULL	Completed 2012. 100% affordable housing
HG1.24	Land off Brynhoward Terrace	Developed	10/0456/RM	Completed 2013
HG1.25	Allotment Garden, Llwyn on Lane	Developed	07/1455/RM	Completed 2011
HG1.26	Blackwood Ambulance Station	Partially	13/0589/FULL	Phase 1 – Ty Sirhowy redeveloped for 22 bed residential accommodation (use class C2) developed.
HG1.27	Pencoed Avenue	Partially	12/0707/RM (east)	Site to be developed in two phases. East site completed 2015. Infrastructure in place on western part of site. Permission for residential development has expired.
HG1.28	LAND EAST OF BRYN ROAD	Not Developed		
HG1.29	South of Thorncombe Road	Developed	13/0005/RM	100% affordable housing. Completed 2016
HG1.30	Land at Hawtin Park	Under construction	08/0752/OUT (East), 17/0142/RM, 17/0143/RM	Reserved matters application approved for east site and west site. Site under construction.
HG1.31	Oak Terrace	Developed	Developed	Completed 2015
HG1.32	Tir-y-berth	Not Developed		
HG1.33	Penallta Colliery	Partially	P/99/0781; 18/0362/FULL	Redrow development and conversion of three listed buildings complete. Other listed conversions have not commenced. Planning application approved for land at Winding Wheel Lane.
HG1.34	Penallta Yard	Developed	12/0462/RM	Completed 2017
HG1.35	Land at New Road	Not Developed	14/0129/NCC	Application to extend condition for timeframe for submission of reserved matters approved 6-10-2015. Now expired
HG1.36	Land off Valley View	Developed	07/1211/FULL	Completed 2018



Allocation		Developed	Planning App	Status / Comments
HG1.37	Greenhill Primary School	Developed	15/1258/FULL	Completed 2020
HG1.38	Land to the east of Handball Court	Not Developed		
HG1.39	Former Cattle Market Site	Developed	P/04/1216	Completed 2012
HG1.40	Land at Gellideg Heights	Not Developed	18/0289/NCC	Application to extend condition for timeframe for submission of reserved matters approved 2-4-2019
HG1.41	Land at Ty Pwll	Developed	06/0421/FULL	Completed 2009
HG1.42	Land west of Old Pant Road	Not Developed		Previous permission expired
HG1.43	The Stores, Albertina Road	Under Construction	18/1009/RM	Site under construction
HG1.44	Land at Fields Park	Not Developed		
HG1.45	Pennar Lane	Developed	07/0608/FULL	Completed 2011
HG1.46	Chris Bowen Garage	Not Developed		Previous permission expired
HG1.47	Land west of the A467 and Afon Ebbw	Developed	08/1126/FULL	Completed 2014
HG1.48	Twyncarn House	Developed	08/0649/FULL	Completed 2010. 100% affordable housing
HG1.49	Land at Hillary Rise	Developed	07/0453/RSM	Completed 2018
HG1.50	Land adjacent to Pen-y-Cwarel Road	Not Developed		
HG1.51	Land north east of Llanarth Street	Developed	P/04/1557	Completed 2014
HG1.52	Land at Station Approach, Risca	Not Developed	17/0545/NCC	Application to extend condition for timeframe for submission of reserved matters approved 18-4-2019
HG1.53	Rom River	Developed	08/1144/FULL	Completed 2010
HG1.54	Eastern part of land adjacent to River Ebbw	Not Developed		
HG1.55	Suflex Factory	Not Developed	07/1524/FULL 13/0667/NCC	Application to extend condition for timeframe for submission of reserved matters approved 10-05-2018
HG1.56	Tyn y Waun Farm	Not Developed		Previous permission expired
HG1.57	Waterloo Works	Not Developed	P/06/0037	Application Refused
HG1.58	Former Petrol Filling Station, Newport Road	Not Developed		Previous housing permission expired. Now developed for an alternative use (retail)

Allocation		Developed	Planning App	Status / Comments
HG1.59	The Grove	Developed	12/0898/FULL	100% affordable housing. Completed 2016
HG1.60	Bedwas Colliery	Not Developed		
HG1.61	St. James Primary School	Not Developed		Land no longer available for housing as Integrated Children's Centre remains on site in addition to school
HG1.62	Land at Venosa Trading Estate	Developed	07/0447/FULL	Completed 2015
HG1.63	Land at Pontypandy Industrial Estate	Developed	10/0658/RSM (Phase 1) 12/0860/RM (Phase 2)	Completed 2019
HG1.64	Cardiff Road / Pentrebane Street	Not Developed		Permission expired
HG1.65	Land between Van Road / Maes Glas, and the Railway	Partially	10/0778/FULL (phase 1), 20/0319/NCC	Phase 1 (Encon) 100% affordable housing completed; Phase 2 (Austin Grange) application to extend time period for submission of reserved matters approved 2020
HG1.66	Gas Works Site, Mill Road	Developed	11/0787/RM	Completed 2015
HG1.67	Caerphilly Miners Hospital	Developed	11/0410/FULL (phase 1); 14/0855/FULL	Phase 1 completed 2015; Phase 2 completed 2019
HG1.68	Castlegate	Developed	P/03/0926 (Outline), multiple full/RSM	Completed 2014
HG1.69	Hendre Infants School	Not Developed		
HG1.70	Cwm Ifor Primary School	Under construction	16/0665/FULL	Full permission for 19 units. 100% affordable housing. Under construction
HG1.71	Land east of Coedcae Road	Not Developed		
HG1.72	Windsor Colliery	Not Developed	09/0243/OUT	Previous application withdrawn
HG1.73	Land below Coronation Terrace	Not Developed	11/0630/NCC	Application approved June 2021
HG1.74	Jeremy Oils	Developed	P/04/0873, P/06/0695	Completed 2010
EM1.1	Land at Heads of the Valleys	Not Developed	09/0327/FULL; 15/0092/FULL	Full granted 2009 (wood storage shed); Full granted 2015 (refurbishment and development of adjoining land)
EM1.2	Ty Du	RM being implemented	07/0872/OUT; 16/0373/OUT; 17/0655/RM	Full granted 2010 (B1); Granted 2017 (housing/B1); Granted 2017 (Infrastructure works)
EM1.3	Plateau 1, Oakdale Business Park	Partially Developed	09/0573/NCC; 15/0065/FULL	Full granted 2009 (flying model planes); Full granted 2015 (IG Doors); developed

Allocation		Developed	Planning App	Status / Comments
EM1.3	Plateau 1, Oakdale Business Park	Partially Developed	09/0573/NCC 15/0065/FULL	Full granted 2009 (flying model planes); Full granted 2015 (IG Doors); developed
EM1.4	Plateau 2, Oakdale Business Park	Not Developed	12/0649/FULL; 18/1058/FULL	Full granted 2013 (demo. track and media centre); not developed; Granted 2019 (B1)
EM1.5	Plateau 3, Oakdale Business Park	Developed	14/0814/LA	Granted (new school); developed
EM1.6	Plateau 4, Oakdale Business Park	Partially	07/0835/LA	Consent granted 2007 (B1)
EM1.7	Hawtin Park north	Not Developed	14/0007/FULL; 18/1073/FULL	Full granted 2014 (Erect porch); Granted 2019 (B8)
EM1.8	Hawtin Park south	Being Developed	08/0752/OUT; 14/0802/OUT 17/0142/RM; 17/0143/RM	Granted 2014 (housing/commercial); Granted 2016; Granted 2017
EM1.9	Dyffryn Business Park north	Developed	09/0365/FULL; 13/0778/FULL; 15/0064/FULL; 15/1175/FULL	Granted 2017 (B1/B2/B8); developed
EM1.10	Dyffryn Business Park south	Not Developed	18/1030/FULL	Granted 2019 (B1/B2/B8), not developed
EM1.11	Penallta Extension	Developed	P/99/0768; 15/0675/FULL	Full granted 2002 (housing/employment); Full granted 2016 (housing); Completed
EM1.12	Land at Caerphilly Business Park	Partially	07/0849/OUT; 07/1518/FULL	Outline granted 2008 (business park); Full granted 2008; developed
EM1.13	Land at Trecenydd	Partially	13/0740/COU	Granted 2013 (change of use), implemented
EM1.14	Land at Western	Developed		Built out
CM4.1	The Lawn	Resource Centre Developed  Industrial units being developed	09/0980/FULL 11/0140/FULL 18/0408/LA	Erect Caerphilly Integrated Health and Social Care Resource Centre  Erect extension to previously approved Caerphilly Integrated Health and Social Care Resource Centre, ref no 09/0980/FULL, to provide pharmacy facility.  No proposals for a retail foodstore on this site at present.  Permission granted for 15 small business industrial units (0.69 Ha site) in July 2018, being developed
CM4.2	Bargoed Retail Plateau	Retail Units developed	11/0259/OUT 19/0219/FULL	Redevelop including engineering works (cut and fill) and sewer diversions to facilitate erection of retail units (Use Class A1), restaurants and cafes (Use Class A3), financial and professional services (Use Class A2), Cinema (Use Class D2), residential  Permission for pub/restaurant on remainder of plateau granted 2019, not developed

Allocation		Developed	Planning App	Status / Comments
CM4.3	Former Cinema, Hanbury Square	Not Developed	06/0646/FULL	Previous permission for offices expired
CM4.4	Car Park Site, Rear of High Street	Not Developed	06/0507/OUT	Previous permission for offices expired
CM4.5	Gateway Site	Developed	11/0934/PCO	Erect freestanding restaurant (McDonalds) with associated drive thru, car parking and landscaping
CM4.6	Penallta Colliery	Not developed	10/0067/FULL	Construct purpose-built creche with associated external works expired
CM4.7	Former Palace Cinema	Developed	P/06/0046	Re-develop site for food store, retail and offices at ground floor and library at first floor
CM4.8	Adjacent to Lidl	Not developed		Permission for retail expired
CM4.9	Foundry Site	Developed	08/0568/FULL	Erect Class A1 retail foodstore, petrol filling station and associated car parking, access, servicing, landscaping and flood alleviation scheme, together with new pedestrian footbridge and river-side walkway
CM4.10	Gallagher Retail Park Extension	Developed	P/05/1368FULL	Phase 3 Gallagher Retail Park, Crossways, Caerphilly
CM4.11	Gallagher Retail Park Redevelopment	Developed	06/0550/NCC	Vary Condition 4 attached to Planning permission P/05/1369 in terms of range of goods to be sold. Condition varied, site redeveloped for Tesco
CM4.12	Park Lane	Not developed		Site cleared, development options pending.
CM4.13	Cardiff Road	Not developed	06/0665/FULL 17/0617/COU, 17/0616/COU, 20/0285/COU	Permission lapsed Change of use permissions granted 2018, 2019, 2020
CM4.14	CASTLEGATE	Developed	P/03/0926	Erect mixed use development of offices, hotel, public house, inc. all engineering & building operations and landscaping
CM5.1	High Street, Bargoed	Not developed		
CM5.2	High Street, Blackwood	Not developed		
CM5.3	Castle Street To Piccadilly, Caerphilly	Not developed		
CF1.1	North of Rhymney Cemetery, Rhymney – Cemetery extension	Developed	14/0385/LA	Cemetery extension granted 2014; developed
CF1.2	Change of use permissions granted 2018, 2019, 2020	Developed		

Allocation		Developed	Planning App	Status / Comments
CF1.3	Bryn Awel Primary School, Rhymney – New school	Developed	P/05/0239	Completed
CF1.4	Fochriw Youth Centre, Fochriw – New youth centre	Not Developed		
CF1.5	Leisure Centre, New Tredegar – New youth centre	Not Developed		
CF1.6	Hanger 81, Aberbargoed – New youth centre	Not Developed		
CF1.7	Adjacent to Ysgol Bro Sannan, Aberbargoed – School extension	Not Developed		
CF1.8	Aberbargoed Primary School, Aberbargoed – School extension	Developed	10/0870/LA	Permission granted 2011
CF1.9	South of Aberbargoed Plateau, Aberbargoed – Fire station	Developed	11/0649/FULL	Permission granted 2011
CF1.10	Hanbury Road Baptist Church, Bargoed – Library	Developed	09/0550/FULL 09/0551/LBC	Completed
CF1.11	Gilfach Street, Bargoed – Health centre	Developed	07/1373/COU	Completed
CF1.12	East of Gelligaer Cemetery, Gelligaer – Cemetery extension	Developed	11/0772/LA	Permission granted 2014; developed
CF1.13	Greenhill Primary School, Gelligaer – New school	Developed	09/0641/LA	Completed
CF1.14	Maesglas School, Gelligaer – GP surgery	Developed	08/1030/FULL	Permission granted 2011
CF1.15	Ysgol Penalltau, Ystrad Mynach – New school	Developed	P/06/0333	Completed
CF1.16	Oakfield Street, Ystrad Mynach – GP surgery	Not Developed		
CF1.17	Ystrad Fawr, Ystrad Mynach – Local General Hospital	Developed	P/06/0164 08/0118/RM	Completed
CF1.18	Memorial Hall and Institute, Newbridge – Library	Developed		Completed
CF1.19	Pantside, Newbridge – Community centre	Not Developed		
CF1.20	Adjacent to Recreation Ground, Hafodyrynys – Community centre	Developed	08/0288/NCC	Completed
CF1.21	West/east of Abercarn Cemetery, Abercarn – Cemetery extensions	Developed		
CF1.22	Pencerrig Street, Llanbradach – GP surgery	Not Developed	17/0936/FULL	Some conditions discharged 2019
CF1.23	Senghenydd Health Centre, Senghenydd – GP surgery	Not Developed		
CF1.24	Ysgol Ifor Bach, Senghenydd – New school	Developed	P/06/0298	Completed
CF1.25	Cwm Ifor Primary School, Caerphilly – New school	Developed	10/0750/LA	Completed

Allocation		Developed	Planning App	Status / Comments
CF1.26	Adjacent to Penyrheol Cemetery, Caerphilly – Cemetery extension	Developed		Completed
CF1.27	Hendre Junior School, Caerphilly – School extension	Developed	12/0630/LA	Completed
CF1.28	St James Primary School, Caerphilly – New school	Developed	09/0706/LA	Completed
CF1.29	Town Centre, Caerphilly – Library / Customer First Centre	Developed	06/0665/FULL	Full granted 2007 (mixed use)
CF1.30	Castlegate, Caerphilly – GP surgery / residential home for elderly	Developed	07/0305/FULL	Completed
CF1.31	Old Nantgarw Road, Caerphilly – New cemetery	Under construction	16/0553/LA; 18/0556/NCC	Under construction
CF1.32	Workmen's Hall and environs, Bedwas – Cultural centre	Not Developed	07/0230/LBC	LBC granted 2007 (restoration of front elevation)
CF1.33	Former Bedwas Colliery, Bedwas – New school	Not Developed		
CF1.34	Former Cray Valley Paint Works, Waterloo – New school	Not Developed	P/06/0037	Application for residential and land for a school refused
CF1.35	Former Bus Station, Crosskeys – College extension	Developed	07/1279/FULL	Completed
CF1.36	Palace Cinema, Risca – Library	Developed	P/06/0046	Completed
CF1.37	South of Danygraig Cemetery, Risca – Cemetery extension	Developed	P/02/1182	Permission granted 2010; developed
LE2.1	Former Markham Colliery, Markham	Not Developed	11/0565/COU	Permitted COU to form country park. Land partly acquired. Funding required.
LE2.2	Bedwas Community Park, Bedwas	Part Developed	n/a	Southern part of site (south of main road) is now developed as a riverside walk. The northern part is still to be developed.
LE4.1	North of Glan y Nant, Rhymney	Not developed		
LE4.2	Former McLaren Colliery, Abertyswg	Not developed	14/0009/RET to retain cabins for changing facilities	
LE4.3	Pont Bren, Deri	Not developed		Site is unlikely to come forward
LE4.4	Heol Fargoed, Bargoed	Not developed		
LE4.5	Former Bedwellty Comprehensive School, Aberbargoed	Developed		Land surplus to requirement and being developed for housing.



Allocation		Developed	Planning App	Status / Comments
LE4.6	South of Gilfach, Gilfach	Not developed		Site is an informal play area, with MUGA and basketball hoop.
LE4.7	Pantside, Newbridge	Not developed	10/0801/FULL to provide engineering for new pitches – Refused 17/03/2011	Site is unlikely to come forward for playing pitches as the area has been developed as a wildlife corridor and is now known as 'Pantside Community Woodland Park'.
LE4.8	Adjacent to Ysgol Penalltau, Ystrad Mynach	Not developed		
LE4.9	Former Hospital, Ystrad Mynach	Site Developed		Application for demolition of hospital site submitted November 2011. New Centre of Excellence constructed and completed May 2014. Site is now operational.
LE4.10	Land off Penallta Road, Ystrad Mynach	Part Developed		Part of site being used as allotment. Remainder of site yet to be developed.
LE4.11	Llanbradach Plateau, Llanbradach	Not developed		
LE4.12	Former Bedwas Colliery, Bedwas	Not developed		
LE4.13	Adjacent to Bedwas Comprehensive School, Bedwas	Developed	P/05/1223	Community/sports hall developed.
LE4.14	Adjacent to St Cenydd School, Caerphilly	Not developed		Site now a MUGA and so unlikely to become sports hall.
LE4.15	Castlegate, Caerphilly	Developed		Site is now a Junior Playing pitch
TM1.1	Parc Bryn Bach, Rhymney / Tredegar	Not developed		
TM1.2	Winding House, New Tredegar	Developed	5/5/87/0962 5/5/93/0761 P/05/1135 08/0721/LA	Erection of extension to form Museum Erect extension for Interpretation centre Erect extension and demolish existing annexe. Erect Artwork.
TM1.3	Llancaiach Fawr and environs, Nelson	Developed	12/0825/LA	Complete
TM1.4	Maesycwmmmer Mill, Maesycwmmmer	Not Developed		
TM1.5	Rhymney Riverside Walk, Rhymney – Cefn Mably	Partially		
TM1.6	Monmouthshire and Brecon Canal, Crumlin Arm	Not Developed		Phases 3-5 of canal infrastructure improvements being carried out. Prioritised project for UK Levelling Up Fund, agreed by Cabinet May 2021.
TM1.7	Nantcarn Valley, Cwmcarn	Partially	13/0148/FULL 13/0614/LA 14/0613/FULL 15/0260/NOTF 15/0392/NOTF 16/0079/NOTF	Applications to increase the number of Mountain bike trails have been completed.

Allocation		Developed	Planning App	Status / Comments
TM1.8	Rhymney Riverside Walk, Rhymney - Cefn Mably	Partially		
TM1.9	Caerphilly Castle Grounds, Caerphilly	Complete	18/0370/FULL	Create a new attraction – Gilbert's Maze
TR1.1	Rhymney Valley Linear Cycle Route - Heads of the Valleys to Bedwas / Caerphilly, HOV	Complete		Sections of route from HOV46 at Bute Town to Rhymney Comprehensive completed.
TR1.2	Completion and Extension of Cycle Route NCN 46	Partially.		Part of link being progressed as part of the HOV A465 Trunk Road works by WG included in the side road orders for delivery post 2019.
TR1.3	Bargoed Country Park to Bowen Industrial Estate	Outline design developed		No progress on scheme. CCBC are currently undertaking statutory Active Travel review, routes can be amended.
TR1.4	Extension to the Sirhowy Valley Cycle Route	Outline design developed		No progress on scheme. CCBC are currently undertaking statutory Active Travel review, routes can be amended.
TR1.5	Local Links to Bargoed Town Centre	Partially		No progress on scheme. CCBC are currently undertaking statutory Active Travel review, routes can be amended.
TR1.6	Link from Fochriw to NCN 46 via Rhaslas Pond	Not Developed		No progress on scheme.
TR1.7	Local Cycle Link from Argoed to Oakdale	Partially		One of two routes completed.
TR1.8	Rhymney Valley Linear Cycle Route - Heads of the Valleys to Bedwas / Caerphilly, Northern	Feasibility work developed		Included in draft Active Travel Integrated Network Map (different route alignment shown than that in LDP proposals map)
TR1.9	Network Links from Blackwood / Pontllanfraith	Not Developed		Some sections included in Active Travel Integrated Network Map.
TR1.10	Newbridge / Crumlin to Crosskeys & Sirhowy Valley / Pontllanfraith Cycle Link	Not Developed		Some sections included in Active Travel Integrated Network Map.
TR1.11	Local Links from Crumlin	Partially		Scheme not progressed.
TR1.12	Local Link from Penallta to Ystrad Mynach	Partially		Part constructed by developer.
TR1.13	Rhymney Valley Linear Cycle Route - Heads of the Valleys to Bedwas / Caerphilly, Southern	Not Developed		Initial feasibility report looking at route options completed.
TR1.14	Caerphilly Basin Radial Routes	Partially		Some routes completed e.g. Senghenydd to Caerphilly town centre. Others still to be delivered.
TR1.15	Link from Crosskeys NCN47 to Newbridge	Not Developed		Scheme not developed.

Allocation		Developed	Planning App	Status / Comments
TR2.1	Cwmbargoed rail line between Ystrad Mynach and Bedlinog	Not Developed		
TR3.1	Nelson	Not Developed		
TR3.2	Crumlin	Feasibility work developed		Welsh Government progressing scheme development
TR3.3	Energlyn/Churchill Park	Developed		Station opened December 2013
TR4.1	Rhymney	Developed		Completed July 2014
TR4.2	Bargoed	Developed		Bargoed Park and Ride official opening November 2009
TR4.3	Pengam	Developed		Pengam Park and Ride official opening June 2013
TR4.4	Llanbradach	Not Developed		Scheme currently being progressed with WG
TR5.1	A467 Newbridge to Crosskeys	Not Developed		Study commenced
TR5.2	A467 Newbridge to Crumlin	Not Developed		
TR5.3	A472 Ystrad Mynach to Nelson	Not Developed		
TR5.4	Newbridge Interchange	Not Developed		
TR5.5	A472 Crown Roundabout to Cwm Du Roundabout	Not Developed		No progress on wider scheme described in TR 5.5, but improvements to the southern section completed as part of the Ysbyty Ystrad Fawr development. Options report complete.
TR6.1	Tafwys Walk	Not Developed		
TR6.2	Trecenydd Roundabout	Developed		Works completed October 2011
TR6.3	Pwllypant Roundabout	Developed		Works completed November 2018
TR6.4	Bedwas Bridge Roundabout	Not Developed		Design work commenced
TR6.5	Piccadilly Gyratory	Not Developed		
TR6.6	Penrhos to Pwllypant	Not Developed		
TR6.7	Pwllypant to Bedwas	Not Developed		
TR7.1	Cwm Du Junction / Maescwmmmer Junction	Developed		Highway improvements to support the Ysbyty Ystrad Fawr development complete
TR7.2	Bedwas Colliery Access Road	Not Developed		
TR8.1	A469 Bargoed and A4049 Aberbargoed to Rhymney	Not Developed		A469 New Tredegar to Pontlottyn Highway Resilience Feasibility Option Appraisal Report completed July 2016





## COUNCIL – 5<sup>TH</sup> OCTOBER 2021

**SUBJECT:** FREEDOM OF BOROUGH – OLYMPIC MEDALLISTS

**REPORT BY:** CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES

### 1. PURPOSE OF REPORT

- 1.1 This report was considered by Cabinet on 15<sup>th</sup> September 2021 who unanimously supported a recommendation to Council to award the Freedom of the Borough to the Caerphilly Olympic Medallists. Therefore, Council is asked to admit as Honorary Freeman of the Borough, Lauren Price and Lauren Williams who were successful in achieving medals at the Tokyo Olympics 2020.

### 2. SUMMARY

- 2.1 Under Section 249(5) of the Local Government Act 1972 a Borough Council can grant the Freedom of the Borough to "persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to the Borough". In order to grant the Freedom of the Borough, a resolution must be passed by not less than two thirds of the members voting at a meeting of the Council.

### 3. RECOMMENDATIONS

- 3.1 In pursuance of Section 249 (as amended) of the Local Government Act 1972 the Council confers upon the following athletes, the Freedom of the County Borough of Caerphilly:

Lauren Price Gold Medallist - Boxing Women's Middleweight (75kg)  
Lauren Williams Silver Medallist - Taekwondo Women's -67kg

### 4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To give public recognition to the Olympic medallists and demonstrate the high esteem in which they are held by Caerphilly County Borough Council and the people of the County Borough.

### 5. THE REPORT

- 5.1 Councillor Phillipa Marsden, Leader of Council, Councillor Colin Mann, Leader of Plaid Cymru Group and Councillor Kevin Etheridge Leader of the Independents Group have nominated the following athletes for the Freedom of the County Borough

of Caerphilly, in recognition of their inspirational and outstanding achievements at the Tokyo Olympics 2020:

Lauren Price – Gold Medallist Women’s Boxing Middleweight  
Lauren Williams – Silver Medallist, - 67kg Women’s Taekwondo

- 5.2 The tradition of Boroughs conferring the Freedom goes back to ancient times when the Royal Charter Boroughs were almost, if not entirely, self-governing. Originally, such conferment conveyed special privileges of various kinds upon the recipient that could involve the right to vote, property and local taxation benefits.
- 5.3 Over the years, and especially since the passing of the Reform Act 1832 and the Municipal Corporations Act 1835, successive Acts of Parliament have sought amongst other things severely to curtail the extent of the privileges so that, today, the conferment is purely honorary. Today’s Freemen have no special rights.
- 5.4 However, the tradition is maintained as a means whereby public recognition may be given to the recipients as an expression of the high esteem in which, they are held by the Council and people of the Borough.
- 5.5 Council agreed at the meeting dated 29th January 2008 to award Freedom of the Borough and Cabinet subsequently agreed the nomination criteria at the meeting dated 3rd March 2009. These criteria are set out below:

#### **Nomination criteria**

(a) Nominations must show that the nominee is a ‘person/s of distinction and/or a person/s who has rendered eminent services to the County Borough’.

(b) In keeping with special nature of the award conferment should be strictly limited to those who have made a very significant contribution to the locality either on the national or international scene. It should be noted that the Council already has an annual award scheme for the Voluntary Sector Achievement Awards, (which also encompasses the Mayoral Civic Awards) to recognise those who have made an important contribution to the local community especially in a voluntary capacity.

#### **5.6 Conclusion**

By conferring the Freedom of the Borough, Caerphilly County Borough Council gives an opportunity to recognise the achievements and work of individuals and organisations within its community. The Gold, Silver and Bronze Medals awarded to competitors at the Olympic and Paralympics represent the highest achievement of athletic achievement at the Games. Therefore, awarding the Freedom of the Borough would recognise their achievement and the positive public sentiment that has been demonstrated towards the medallists.

Cabinet are asked to consider the nomination against the criteria outlined in this report as set out in 5.5 and make a recommendation to Council.

#### **6. ASSUMPTIONS**

- 6.1 The recommendation as set out in this report assumes that Members will wish to recognise their achievements and support conferring the Freedom of the Borough upon the Olympic Medallists.



## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 Council has previously agreed the procedure and criteria for nominations for Freedom of the Borough which is a Civic and Ceremonial function.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The Local Government, Planning and Land Act 1980 provides that the Authority may spend such reasonable sum as they think fit for the purpose of presenting an address or a casket containing an address to any person admitted to be an honorary freeman.
- 8.2 The ceremonial presentation and reception for each nominee shall be funded from the Mayoral office funds in consultation with the Chief Executive and Leader of the Council.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications.

## **10. CONSULTATIONS**

- 10.1 There are no consultation responses not included within this report.

## **11. STATUTORY POWER**

- 11.1 The Local Government Act 1972, (as amended) and The Local Government, Planning and Land Act 1980.

Author: Catherine Forbes-Thompson, Scrutiny Manager, forbecl@caerphilly.gov.uk

Consultees: Christina Harrhy Chief Executive,  
Richard Edmunds, Corporate Director Education and Corporate Services,  
Robert Tranter Head of Legal and Monitoring Officer  
Lisa Lane Deputy Monitoring Officer and Head of Democratic Services  
Cllr P Marsden, Council Leader  
Cllr C Mann, Plaid Cymru Group Leader  
Cllr K Etheridge, Independents Group Leader

Background Papers:

Council report 29th January 2008.

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## COUNCIL – 5<sup>TH</sup> OCTOBER 2021

**SUBJECT: MONTCLAIRE AVENUE STREAM WORKS FUNDING BID**

**REPORT BY: CORPORATE DIRECTOR – SOCIAL SERVICES AND HOUSING**

- 
- 1.1 The attached report was considered as an urgent item by Cabinet on 29<sup>th</sup> September 2021.
  - 1.2 The Constitution requires that any decision taken as a matter of urgency must be reported to the next available meeting of Council, giving the reasons for its urgency. Therefore, the report is presented to Council for Members' information.
  - 1.3 The urgency of the item was required as an early intervention of remedy for this scheme will mitigate further detriment to the site and ultimately mitigate further contract costs. It was therefore considered to be a decision that needs to be actioned urgently, as contactors have been appointed, and should not therefore be subject to call in.
  - 1.4 The recommendation of the report was considered and subject to its amendment to read that funding of £1,500,019 be made available from the Housing Revenue Account to deliver the scheme at Montclaire Avenue was approved by Cabinet.
  - 1.5 Members are asked to note the recommendation of the report and Cabinet decision.

Author: E. Sullivan (Senior Committee Services Offices)

Appendices:

Appendix Report to Cabinet on 29<sup>th</sup> September 2021

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## CABINET - 29<sup>TH</sup> SEPTEMBER 2021

**SUBJECT: MONTCLAIRE AVENUE STREAM WORKS FUNDING BID**

**REPORT BY: CORPORATE DIRECTOR SOCIAL SERVICES AND HOUSING**

### 1. PURPOSE OF REPORT

- 1.1 This report is to inform Cabinet of the proposals to address extensive scour and loss of riverbank support immediately behind residential properties along Montclaire Avenue, Blackwood. Whilst these properties were historically Council owned, all but two properties Numbered 77 and 79 Montclaire Avenue have been sold to private owners. While the properties were sold Caerphilly Council chose to retain the riparian ownership and liability of the watercourse including the banks up to the aforementioned private property boundaries.

This report recommends funding to be made available to fund and undertake the construction phase of this scheme which was recently tendered.

### 2. SUMMARY

- 2.1 Caerphilly CBC's Engineering Projects Group (EPG) were requested by the Housing service to develop a proposal which addresses water erosion and loss of support to the riverbank immediately behind residential properties along Montclaire Avenue, Blackwood. The Scheme comprises headwalls, canalised and culverted constructions to convey the stream's water to mitigate future detriment to the watercourse and neighbouring properties rear gardens. The stream currently flows between Caerphilly County Borough Council, Gwent Police, and a private owners land.
- 2.2 The detailed design for this scheme was complex and the proposal provided by EPG included a multi-disciplinary approach. EPG engaged and consulted with independent Consulting Engineering companies (WSP and Cbec Eco Engineering) and statutory authority bodies (NRW and CCBC Land Drainage department) to ensure the proposal is in line with and achieves Ordinary Watercourse Consent and Water Framework Directive requirements.
- 2.3 The proposal addresses the watercourse scour and loss of bank support and ensures robust infrastructure for the future coupled with providing local residents assurances that their properties will remain secure from detriment of the watercourse in the future.

- 2.4 The scheme has already been tendered to the open market and costs presented in this report provide cost assurance subject to contract changes and instances which are out of the control of the Authority and nominated Principal Contractor.
- 2.5 This report recommends funding of £1,500,19.20 be made available to the public sector Housing division to secure a contractor to undertake the construction phase of this scheme.

### **3. RECOMMENDATIONS**

- 3.1 That funding of £1,500,19 is made available to deliver the scheme at Montclair Avenue.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To allow the Authority to meet its statutory liability as riparian owner of the water course and to cover both the design and construction costs of this scheme.

### **5. THE REPORT**

- 5.1 EPG developed a proposal to address water erosion and loss of support of the riverbank immediately behind residential properties along Montclair Avenue, Blackwood at the request of the Housing service. The Scheme comprises headwalls, canalised and culverted construction to convey the stream's water thus mitigating future detriment to the watercourse and neighbouring properties' rear gardens.
- 5.2 CCBC Public Sector Housing are the riparian owner of the stream and are responsible for the scheme costs within their ownership.
- 5.3 A potential contribution of £65,000 towards the scheme from private landowner has been verbally offered. This provisional sum has been suggested on the proviso that CCBC take on the liability of the ground in accepting this contribution. The location of the ground is north of the watercourse and it is appropriate that this potential additional fund would contribute towards CCBC Housing costs for the scheme. If this is not acceptable then scheme design can be amended / reduced to exclude those works not in CCBC ownership.
- 5.4 The watercourse detriment has attracted local residents and Ward Councillor concerns over the past few years with an expectation for resolution by the riparian owners. Failure to address the current problems within the watercourse will result in further detriment which may undermine residential gardens requiring additional works to those currently proposed and costs to exceed of those provided in this report.

This report recommends funding to be made available to secure a contractor to undertake the construction phase of this scheme as a matter of urgency and in advance of severe winter weather.

This scheme has been issued to tender twice:

- Issued via Sell2Wales and Proactis on the 16<sup>th</sup> June 2021 and returned on the 9<sup>th</sup> of July 2021. Two contractors supplied responses however one was disqualified as they qualified their costs and the other did not satisfy the



quality submission questions in particular the Health and Safety element. Based on the aforementioned issues it was not possible to award the contract at that time.

- The second tender issue was published via Sell2Wales and Proactis on the 23<sup>rd</sup> July 2021 and returned on the 13th August 2021. Again, only two responses were received. Both Contractors scored very low on the quality submission but were invited to present their proposals to Engineering Project Group and Procurement department officers. This presentation allowed the two contractors to provide additional clarification to Officers which had not been included as part of their original submission. Following the presentation, it was deemed sufficient information was provided to progress to the contract to award stage.

Due to the commercial sensitivity of the tender costs provided, names of the interested contractors have been omitted but the tender sums can be found below.

- 1) Lowest tender cost estimate: £1,200,016.00.
- 2) Second place tender cost estimate: £1,539,068.43.

The tender amounts do not include design and consultation fees accrued during the design stages which are as follows.

CBEC Montclaire Bank Erosion project report and proposal -	16,145.00
NPS Framework WSP Water Framework and Scour report	£25,000.00.
Glanville Environmental 3D laser survey	£7,557.63
Engineering Project Group Consultation (1) and supervision (2) Fees	(1)£40,000 (2) £50,000.00.
Total sum	£138,702.63

Construction costs are tendered at £1,200.016.00, design and supervision fees are estimated at £138,702.63 which gives a total liability circa £1,338,718.63 . In addition to this a risk contingency of 20% of the tender sum plus supervision costs has been allowed to give a total cost of £1,500,19.20.

## 5.5 Conclusion

Given the urgency and specialist nature of the proposed engineering solution EPG have already:

- Completed an independent design review to ensure conformance with the Water Framework Directive requirements to gain Ordinary Watercourse Consent.
- Openly Tendered the scheme via Sell2Wales and identified a potential Contractor with a costed estimate to undertake the works.

Consequently this report recommends that funding of £1,500,19.20 is made available to allow this scheme to progress at the earliest opportunity.

## **6. ASSUMPTIONS**

- 6.1 The tender costs provided are based on known site information and may change once the works commence due to unknown ground conditions, inclement weather, changes to material costs and / or material shortages. The nature of the Contract allows the works to be remeasured and potential savings passed onto the stakeholders, conversely price uplift will also be passed on.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 The IIA (Appendix 1) indicates that the stream reinstatement works will address the ongoing scour, erosion and loss of embankment support. Addressing the defects now will mitigate the need for heavier civil engineering works in the future. Not progressing with the proposal could have the reverse negative impact as the stream's embankments could eventually fail resulting in the private land owners not using their back gardens due to safety concerns. Additionally localised embankment collapse could cause localised flooding which can affect local residents, road users, Blackwood Police Station and leisure centre users.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The HRA sets a standard contingency budget of £500k to cover unforeseen emergency works. This was increased to £1m for the 2021/22 HRA budget, when it became clear that the works at Montclair Avenue were likely to increase significantly, although at that time, no final estimate was confirmed. This report has now confirmed likely costs of some £1.5m and although £1m has been set aside for contingency, it would not be prudent to deplete this budget fully in case there are other unforeseen costs before the end of the financial year. However, the latest budget monitoring report (period 3) is currently projecting a £1.5m underspend this financial year for the HRA, of which a proportion can be earmarked towards this cost, together with a suitable proportion of the contingency budget.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There are no personnel implications attached to this report.

## **10. CONSULTATIONS**

- 10.1 The following statutory bodies were consulted during the development of this proposal
- Natural Resources Wales.
  - Caerphilly CBC Land Drainage department.
  - Caerphilly CBC Ecologists.
  - Caerphilly CBC Procurement department.
  - Gwent Police nominated independent Consulting Engineers - Jubbs Consulting Engineers. This consultation is ongoing.
  - CCBC Public sector housing department.
  - CCBC Education department.
  - WSP Consulting Engineers.
  - Cbec Eco Engineering.

10.2 The report also reflects the views of the consultees listed below

## 11. STATUTORY POWER

11.1 Local Government Acts – this is a Cabinet function

11.2 Caerphilly CBC Land Drainage department – Ordinary Watercourse Consent.

## 12. URGENCY

12.1 Early intervention of remedy for this scheme will mitigate further detriment to the site and ultimately mitigate further contract costs. We therefore consider this to be a decision that needs to be actioned urgently, as contractors have been appointed, and should not therefore be subject to call in.

Author: Dave Street, Corporate Director for Social Services & Housing  
Email: [street@caerphilly.gov.uk](mailto:street@caerphilly.gov.uk)

Consultees: Cllr Lisa Phipps, Cabinet Member for Housing  
John Ridgewell, Chair of Housing & Regeneration Scrutiny  
Cllr Mike Adams, Vice Chair of Housing & Regeneration Scrutiny  
Christina Harry, Chief Executive  
Richard Edmunds, Corporate Director of Education and Corporate Services  
Mark S Williams, Corporate Director for Economy and Environment  
Steve Harris, Head of Financial Services & S151 Officer  
Cllr Kevin Etheridge (Ward Member for Blackwood)  
Cllr Nigel Dix (Ward Member for Blackwood)  
Cllr Andrew Farina-Childs (Ward Member for Blackwood)  
Lesley Allen, Principal Group Accountant, Housing  
Marcus Lloyd, Head of Infrastructure  
Julian Higgs, Engineer, Communities

Appendices:

Appendix 1 Integrated Impact Assessment

Appendix 2 SO811-002 Proposed Site arrangement and vegetation clearance

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This integrated impact assessment (IIA) has been designed to help support the Council in making informed and effective decisions whilst ensuring compliance with a range of relevant legislation, including:

- Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- Welsh Language (Wales) Measure 2011
- Socio-economic Duty – Sections 1 to 3 of the Equality Act 2010
- Well-being of Future Generations (Wales) Act 2015
- Statutory Consultation v Doctrine of Legitimate Expectation and Gunning Principles

**PLEASE NOTE:** Section 3 *Socio-economic Duty* only needs to be completed if proposals are of a strategic nature or when reviewing previous strategic decisions. See page 6 of the Preparing for the Commencement of the Socio-economic Duty Welsh Government Guidance.

1. Proposal Details					
Lead Officer	Head of Service	Service Area & Department			Date
Lazaro Raposo	Marcus Lloyd	Infrastructure			Sept. 2021
Is this proposal a... (please tick relevant box)					
Policy <input type="checkbox"/>	Strategy / Plan <input type="checkbox"/>	Practice <input type="checkbox"/>	Procedure <input type="checkbox"/>	Restructure <input type="checkbox"/>	Project <input checked="" type="checkbox"/>

What is the proposal to be assessed? <i>Provide brief details of the proposal and provide a link to any relevant report or documents.</i>
<p>Caerphilly CBC’s Engineering Projects Group (EPG) has developed a proposal which will address water erosion and loss of support to the riverbank immediately behind residential properties along Montclair Avenue, Blackwood. The Scheme comprises headwalls, canalised and culverted constructions to convey the stream’s water to mitigate future detriment to the watercourse and neighbouring properties rear gardens. The stream currently flows between Caerphilly County Borough Council, Gwent Police, and a private owners land. CCBC Public sector housing are the riparian owner of the stream and are responsible for the scheme costs within their ownership.</p>

## 2. Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

*(The Public Sector Equality Duty requires the Council to have “due regard” to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity between different groups; and foster good relations between different groups). Please note that an individual may have more than one protected characteristic.*

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
Age <i>(people of all ages)</i>	<p>The scheme equally benefits all users and does not negatively impact on any particular or protected groups.</p> <p>The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</p>		
Disability <i>(people with disabilities/ long term conditions)</i>	<p>The scheme equally benefits all users and does not negatively impact on any particular or protected groups.</p> <p>The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</p>		
Gender Reassignment <i>(anybody who’s gender identity or gender expression is different to the sex they were assigned at birth)</i>	<p>The scheme equally benefits all users and does not negatively impact on any particular or protected groups.</p> <p>The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</p>		



<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<b>Marriage or Civil Partnership</b> ( <i>people who are married or in a civil partnership</i> )	The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.		
<b>Pregnancy and Maternity</b> ( <i>women who are pregnant and/or on maternity leave</i> )	The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.		
<b>Race</b> ( <i>people from black, Asian and minority ethnic communities and different racial backgrounds</i> )	The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.		

<u>Protected Characteristics</u>	Does the proposal have any positive, negative or neutral impacts on the protected characteristics and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<b>Religion or Belief</b> ( <i>people with different religions and beliefs including people with no beliefs</i> )	<b>The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</b>		
<b>Sex</b> ( <i>women and men, girls and boys and those who self-identify their gender</i> )	<b>The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</b>		
<b>Sexual Orientation</b> ( <i>lesbian, gay, bisexual, heterosexual</i> )	<b>The scheme equally benefits all users and does not negatively impact on any particular or protected groups. The works will contribute the safe conveyance of water and address defects to the water course which could affect property boundaries in the future. The land and watercourse is currently not utilised by members.</b>		

### 3. Socio-economic Duty (Strategic Decisions Only)

*(The Socio-economic Duty gives us an opportunity to do things differently and put tackling inequality genuinely at the heart of key decision making. Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, leading to greater material deprivation, restricting the ability to access basic goods and services)*

**Please consider these additional vulnerable groups and the impact your proposal may or may not have on them:**

- Single parents and vulnerable families
- People with low literacy/numeracy
- Pensioners
- Looked after children
- Homeless people
- Carers
- Armed Forces Community
- Students
- Single adult households
- People misusing substances
- People who have experienced the asylum system
- People of all ages leaving a care setting
- People living in the most deprived areas in Wales (WIMD)
- People involved in the criminal justice system

<u>Socio-economic Disadvantage</u>	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<p>Page 199</p> <p><b>Low Income / Income Poverty</b>  <i>(cannot afford to maintain regular payments such as bills, food, clothing, transport etc.)</i></p>	<p><b>Positive impact for local residents and adjacent land users if funding is granted.</b></p> <p><b>The implications of further detriment to the watercourse can be significant on local resident's properties. Addressing the existing stream defects will mitigate costly remediation in the future due to the ongoing erosion and lose of support to neighbouring properties.</b></p>		

<u>Socio-economic Disadvantage</u>	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view?
<b>Low and/or No Wealth</b> ( <i>enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future</i> )	<b>Positive impact for local residents and adjacent land users if funding is granted.</b>		
<b>Material Deprivation</b> ( <i>unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.</i> )	<b>Positive impact for local residents and adjacent land users if funding is granted.</b>		
<b>Area Deprivation</b> ( <i>where you live (rural areas), where you work (accessibility of public transport)</i> )	<p><b>Positive impact for local residents and adjacent land users if funding is granted.</b></p> <p><b>The implications of further detriment to the watercourse can be significant on local resident's properties. Addressing the existing stream defects will mitigate costly remediation in the future due to the ongoing erosion and lose of support to neighbouring properties.</b></p>		

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<p><b>Socio-economic Background</b>  <i>(social class i.e. parents education, employment and income)</i></p>	<p><b>Positive impact for local residents and adjacent land users if funding is granted.</b></p> <p>The implications of further detriment to the watercourse can be significant on local resident's properties. Addressing the existing stream defects will mitigate costly remediation in the future due to the ongoing erosion and lose of support to neighbouring properties.</p>		
<p><b>Socio-economic Disadvantage</b>  <i>(What cumulative impact will the proposal have on people or groups</i></p>	<p><b>Positive impact for local residents and adjacent land users if funding is granted.</b></p>		
<p><i>because of their protected characteristic(s) or vulnerability or because they are already disadvantaged)</i></p>	<p><b>Positive impact for local residents and adjacent land users if funding is granted. Undertaking these works will have an overall positive impact on people's mental health and wellbeing for local residents as they will retaining use of their rear gardens.</b></p>		

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#### 4. Corporate Plan – Council’s Well-being Objectives

*(How does your proposal deliver against any/all of the Council’s Well-being Objectives? Which in turn support the national well-being goals for Wales as outlined in the Well-being of Future Generations (Wales) Act 2015. Are there any impacts (positive, negative or neutral? If there are negative impacts how have these been mitigated?) Well-being Objectives*

<p><b>Objective 1</b> - Improve education opportunities for all</p>	<p>This scheme does not directly facilitate and or improve education opportunities. However this land may be used for ecological environment study area and or developed by schools to encourage bio-diversity projects. Please note this will opportunity will exclude the canalised section of the scheme due to access health &amp; safety issues.</p>
<p><b>Objective 2</b> - Enabling employment</p>	<p>This scheme does not directly facilitate and or improve employment opportunities. However this scheme may afford employment to local residents with suitable skills during the construction of these works.</p>
<p><b>Objective 3</b> - Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people’s well-being</p>	<p>This scheme will ensure future detriment to watercourse at this location is addressed. Additionally, river bank support will be reintroduced to the residential properties along Montclair avenue / unnamed stream. Currently a limited number of local residents back gardens have been affected by the loss of bank support along the stream. Undertaking these works will provide assurances to local residents of the continued safe use their rear gardens.</p>
<p><b>Objective 4</b> - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impact on the environment</p>	<p>This scheme will address the ongoing watercourse scouring under one scheme. Undertaking this scheme in one phase will enable local funa, flora and ecology to re-establish itself with no future major construction work require at thos location.</p>
<p><b>Objective 5</b> - Creating a county borough that supports healthy lifestyle in accordance with the Sustainable Development principle with in the Well-being of Future Generations (Wales) Act 2015</p>	<p>These works will provide local residents peace of mind that the local watercourse is not undermining their properties. Additionally these works have been designed to conform to the Water Framework Directive in order to get Ordinary Watercourse Consent, thus ensuring the continuity of watercourse for the enjoyment, health and well-being of the community down and stream and as a whole.</p>
<p><b>Objective 6</b> - Support citizens to remain independent and improve their well-being</p>	<p>These works will provide local residents peace of mind that the local watercourse is not undermining their properties.</p>

#### 4a. Links to any other relevant Council Policy




*(How does your proposal deliver against any other relevant Council Policy?)*

- Local Transport Plan
- Corporate Plan (including well-being objectives)
- Carbon Reduction Strategy
- Highway Asset Management Plan



#### 5. Well-being of Future Generations (Wales) Act 2015 – The Five Ways of Working (ICLIP)

*(Also known as the sustainable development principles. The Act requires the Council to consider how any proposal improves the economic, social, environmental and cultural well-being of Wales using the five ways of working as a baseline)*

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<u>Ways of Working</u>	How have you used the Sustainable Development Principles in forming the proposal?
<p><b>Long Term</b></p> 	<p>Consider the long-term impact of the proposal on the ability of communities to secure their well-being.</p> <p><b>The strategy proposed will provide a long term asset management solution and will allow for more effective and predictable resource/financial/carbon reduction commitments going forward.</b></p>
<p><b>Prevention</b></p> 	<p>Consider how the proposal is preventing problems from occurring or getting worse</p> <p><b>Addressing the watercourse defects now will mitigate future detriment and curtail more invasive heavy civil engineering remediation solutions in the future. Future maintenance and monitoring may need to be developed to detect deterioration of the network and promote timely proactive responses allowing a more efficient use of finite budgets.</b></p>
<p><b>Integration</b></p> 	<p>Consider how your proposal will impact on other services provided in our communities (these might be Council services or services delivered by other organisations or groups)</p> <p><b>A well maintained watercourse forms part of an overall strategy providing ecological advantages that will impact green spaces downstream for the benefit of the local community and visitor's to the borough.</b></p>



 <p><b>Collaboration</b></p>	<p>Consider how you are working with Council services or services delivered by other organisations or groups in our communities.</p> <p><b>The feasibility and optioneering of designs is based upon a collaborative approach between Caerphilly Council, Natural Resources Wales and specialist hydraulic Engineering Consultancy. It brings internal departments together to deliver effective solutions over the short and long term and also recognises importance of maintaining green spaces and water courses.</b></p>
 <p><b>Involvement</b></p>	<p>Consider how you involve people who have an interest in this proposal and ensure that they represent the diversity of our communities.</p> <p><b>Internal departments have worked together to develop the proposal. Going forward there needs to be an effective communication plan to ensure the strategy behind the proposal, along with the suitability of application, is transparent to all parties. This will require the involvement of staff and engagement with all relevant stakeholders.</b></p>

## 6. Well-being of Future Generations (Wales) Act 2015

<u>Well-being Goals</u>	Does the proposal maximise our contribution to the Well-being Goal and how?
<p><b>A Prosperous Wales</b>  <i>An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth</i></p>	<p><b>The work set out will contribute to a Prosperous Wales and a Prosperous Caerphilly. The scheme will prevent and reduce incidences of instability which reduces the potential injury, loss of life, loss and damage to property, the local economy (road closures, insufficient diversionary alternatives etc.) while</b></p>
<p><i>and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work</i></p>	<p><b>providing wider multiple benefits. The implications of loss of support of the stream bank may impact the current stream arrangement and undermine neighbouring properties.</b></p>
<p><b>A Resilient Wales</b>  <i>A nation which maintains and enhances a biodiverse natural environment healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for climate change)</i></p>	<p><b>The very nature of this proposal means that it has a focus on environmental issues and contribution to a resilient Wales. The implications of water course erosion can be significant to local residents but will also affect the wildlife and ecosystems. Management and maintenance of watercourse enables our local businesses and communities to be more resilient and is vital to the success of sustainable development.</b></p>

<p><b>A Healthier Wales</b>  <i>A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood</i></p>	<p><b>Management and maintenance of watercourses ensures a clean, green environment with access to open space, clean air and water are key elements of health and well-being.</b></p>
<p><b>A More Equal Wales</b>  <i>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances)</i></p>	<p><b>Ensuring that everyone across the county borough has equal access to a clean, green and attractive environment is a core element of our work.</b>  <b>The works will contribute to a more equal Wales by way of effectively managing and maintaining our streams and water ways.</b>  <b>The scheme contributes to great equality, cohesiveness and responsibility both locally and globally by ensuring this scheme was designed and constructed for the benefit of the local ecology and local residents and adopts current environmental and suitability best practises .</b></p>

<p><b>Well-being Goals</b></p>	<p><b>Does the proposal maximise our contribution to the Well-being Goal and how?</b></p>
<p><b>A Wales of Cohesive Communities</b>  <i>Attractive, viable, safe and well-connected communities</i></p>	<p><b>CCBC will explore creative solutions that ensures the effective management of water courses with the Borough. This demonstrates that we promote communities to be caring and environmentally conscious. This in turn helps to create a tidier, more attractive well-connected place for residents and visitors.</b></p>
<p><b>A Wales of Vibrant Culture and Thriving Welsh Language</b></p>	<p><b>Maintaining watercourses within the borough will ensure the continued use and sustainability of local ecosystems to be enjoyed by all. Additionally we will ensure correspondence, communications and details on the website, via social media channels and to residents is bilingual.</b></p>
<p><i>A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation</i></p>	<p><b>Ensuring works signs are bilingual will promote the Welsh language and we need to ensure the rights of Welsh speakers to use Welsh when dealing with the council are maintained.</b></p>

<p><b>A Globally Responsible Wales</b>  <i>A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being</i></p>	<p>One of Caerphilly’s corporate objective is to reduce carbon emissions and to reduce our contribution to global warming. Multiple benefits including biodiversity and reduction in carbon emissions will be achieved by promoting sustainable solutions and by maintaining our local water sources.</p>
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**7. Welsh Language (Wales) Measure 2011 and Welsh Language Standards**  
*(The Welsh Language Measure 2011 and the Welsh Language Standards require the Council to have ‘due regard’ for the positive or negative impact a proposal may have on opportunities to use the Welsh language and ensuring the Welsh language is treated no less favourably than the English language) [insert link to WL Commissioners Policy Making Standards Guidance](#)*



Requirement	Does the proposal have any positive, negative or neutral impacts on the following and how?	If there are negative impacts how will these be mitigated?	What evidence has been used to support this view? e.g the WESP, TAN20, LDP, Pupil Level Annual School Census
<p>Links with Welsh Government’s <a href="#">Cymraeg 2050 Strategy</a> and CCBC’s <a href="#">Five Year Welsh Language Strategy 2017-2022 and the Language Profile</a></p>	<p>No direct impact on the Welsh language.  EPG will Ensure all scheme are bilingual will promote the Welsh language and we need to ensure the rights of Welsh speakers to use Welsh when dealing with the council are maintained.</p>		
<p>Compliance with the <a href="#">Welsh Language Standards</a>.  Specifically Standards 88 - 93</p>	<p>See Above</p>		

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<b>Opportunities to promote the Welsh language</b> <i>e.g. status, use of Welsh language services, use of Welsh in everyday life in work / community</i>	See above		
<b>Opportunities for persons to use the Welsh language</b> <i>e.g. staff, residents and visitors</i>	See above		
<b>Treating the Welsh language no less favourably than the English language</b>	See above		

**7a. Having considered the impacts above, how has the proposal been developed so that there are positive effects, or increased positive effects on (a) opportunities for persons to use the Welsh language, and b) treating the Welsh language no less favourably than the English language.**

Ensure correspondence, communications and details on the website, via social media channels and with residents is bilingual. Also ensure site works signs are bilingual. We need to ensure the rights of Welsh speakers to use Welsh when dealing with the council are maintained.

## 8. Data and Information

*(What data or other evidence has been used to inform the development of the proposal? Evidence may include the outcome of previous consultations, existing databases, pilot projects, review of customer complaints and compliments and or other service user feedback, national and regional data, academic publications and consultants' reports etc.)*

Data/evidence <i>(Please provide link to report if appropriate)</i>	Key relevant findings	How has the data/evidence informed this proposal?
<p>Caerphilly CBC's Engineering Projects Group (EPG) has developed a proposal which will address water erosion and loss of support to the riverbank immediately behind residential properties along Montclair Avenue, Blackwood. The Scheme comprises headwalls, canalised and culverted constructions to convey the stream's water to mitigate future detriment to the watercourse and neighbouring properties rear gardens. The stream currently flows between Caerphilly County Borough Council, Gwent Police, and a private owners land. A total of four (4) stakeholders are directly involved as possible riparian owners in this scheme and are possibly expected to provide a proportional financial contribution toward the design and construction costs associated with this project.</p>	<p>The water course has been visually inspected and monitored ongoing detriment of the water course.</p> <p>The Water Framework Directive Assessment has concluded that the potential impacts resulting from the operation of the scheme have been identified and assessed as to whether they are significant enough to cause degradation to current WFD status. The geomorphological assessment concluded that there would be a negligible change in the baseline conditions and geomorphic processes within the unnamed watercourse. The assessment acknowledges that there would be a slight change in the sediment supply, but these impacts would be localised to just the unnamed watercourse due to the presence of the downstream culvert and weir.</p> <p>It is therefore concluded that the proposed scheme is not expected to cause degradation of the individual quality elements or overall WFD status of the Sirhowy River.</p>	<p>The Water Framework Directive Assessment coupled with CCBC Land Drainage requirements informed the design methodology for this scheme. Additionally CCBC Ecologists were consulted during the detailed design phase to ensure the proposed will not have an adverse effect on local ecology.</p>

**Were there any gaps identified in the evidence and data used to develop this proposal and how will these gaps be filled?**

*Details of further consultation can be included in Section 9.*

The data collated evidences that the proposal will address stream scour, erosion and loss of bank support, therefor will ensure a long term solution. The funding isrequired to progress to the construction phase of this scheme.

**9. Consultation**

*(In some instances, there is a legal requirement to consult. In others, even where there is no legal obligation, there may be a legitimate expectation from people that a consultation will take place. Where it has been determined that consultation is required, The Gunning Principles must be adhered to. Consider the Consultation and Engagement Framework. Please note that this may need to be updated as the proposal develops and to strengthen the assessment.*

**Briefly describe any recent or planned consultations paying particular attention to evidencing the Gunning Principles.**

**Two construction methods were considered at feasibly stage . Construction method 1) culvert the entire length of water course, Construction method 2) soft landscaping and reintroducing the streambed armour.**

1599209  
Construction method 2- CBEC Environmental engineering produced a design which sought to mitigate the streambed incision but failed to provide a solution for the embankment support

1599209  
Construction method 1 – CCBC EPG sought to culvert the entire length of defective water course. In doing so the culvert pipe would stop further incision and the backfill soil would introduce soil to support / prop the scoured embankments. CCBC land drainage suggested the CIRIA did not consider culverts a sustainable / ecologically sensitive form of construction . EPG Structures worked with CCBC land drainage to reach an agreeable compromise to satisfy the Ordinary Water Course consent requirements which has

During the constriction proposed construction phase development, correspondence and further consultation and engagement will be arranged via the local councillors informing them of any development and or exchange any concerns regarding this scheme.

Social media sites and council websites are again very useful in keeping the communities engaged and will be utilised to inform the local residents of the proposed scheme works.

## 10. Monitoring and Review

How will the implementation and the impact of the proposal be monitored, including implementation of any amendments?	Works will be monitored weekly via site meetings and work programme reviews. Liaison with local property owners and residents will be undertaken by the nominated Principal Contractor.
What are the practical arrangements for monitoring?	Works will be monitored weekly via site meetings and work programme reviews
How will the results of the monitoring be used to develop future proposals?	A lessons learnt meeting will be arrange between CCBC Officers and the Contractor to identify any issues found with either the contract documents, construction methodology and or design proposals to better inform similar schemes.
When is the proposal due to be reviewed?	Any reviews will be determined once the scheme proposal is identified and confirmed.
Who is responsible for ensuring this happens?	Head of Infrastructure / Designers

## 11. Recommendation and Reasoning

- Implement proposal with no amendments
- Implement proposal taking account of the mitigating actions outlined
- Reject the proposal due to disproportionate impact on equality, poverty and socio-economic disadvantage

Have you contacted relevant officers for advice and guidance?

Yes

No



## 12. Reason(s) for Recommendation

*(Provide below a summary of the Integrated Impact Assessment. This summary should be included in the "Summary of Integrated Impact Assessment" section of the Corporate Report Template. The Integrated Impact Assessment should be published alongside the Report proposal).*

Include here a conclusion to your IIA. What is it telling you? How has the data / evidence used helped you to make the decision for Section 11 above? Mention any significant impacts (positive, negative or neutral) if any negative ones identified, how have they been mitigated to lessen the impact? The summary you provide here will be copied into your report going forward for a decision through the committee process, therefore this section must be concise but informative.

The IIA indicates that the stream reinstatement works will address the ongoing scour, erosion and loss of embankment support. Addressing the defects now will mitigate the need for heavier civil engineering works in the future. Not progressing with the proposal could have the reverse negative impact as the stream's embankments could eventually fail resulting in the private land owners not using their back gardens due to safety concerns.

Additionally localised embankment collapse could cause localised flooding which can affect local residents, road users, Blackwood Police Station and leisure centre users.

## 13. Version Control

*(The IIA should be used in the early stages of the proposal development process. The IIA can be strengthened as time progresses to help shape the proposal. The Version Control section will act as an audit trail to evidence how the IIA has been developed over time)*

Version No.	Author	Brief description of the amendments/update	Revision Date
1	Lazaro Raposo	Original	Sept. 21

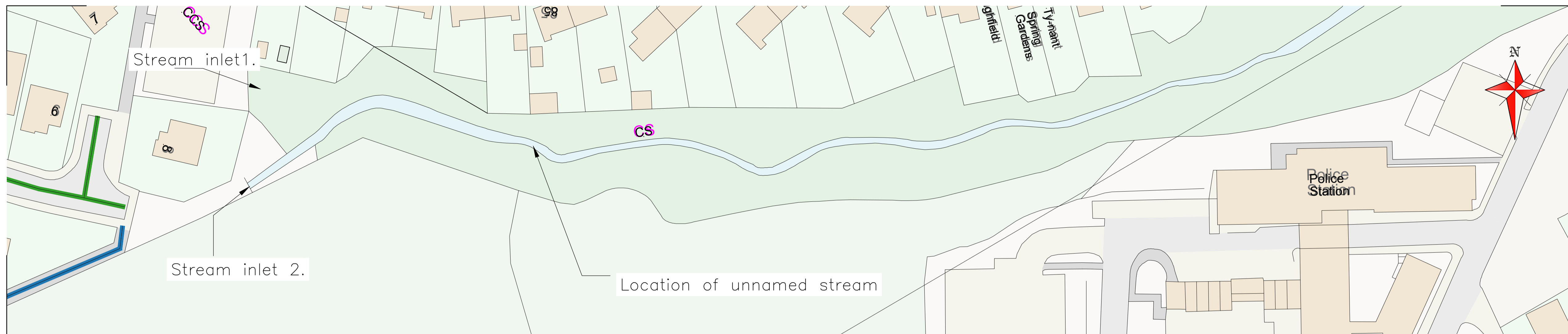
**Integrated Impact Assessment Author**

<b>Name:</b>	?Lazaro Raposo ?
<b>Job Title:</b>	Senior Engineer
<b>Date:</b>	April 21

**Head of Service Approval**

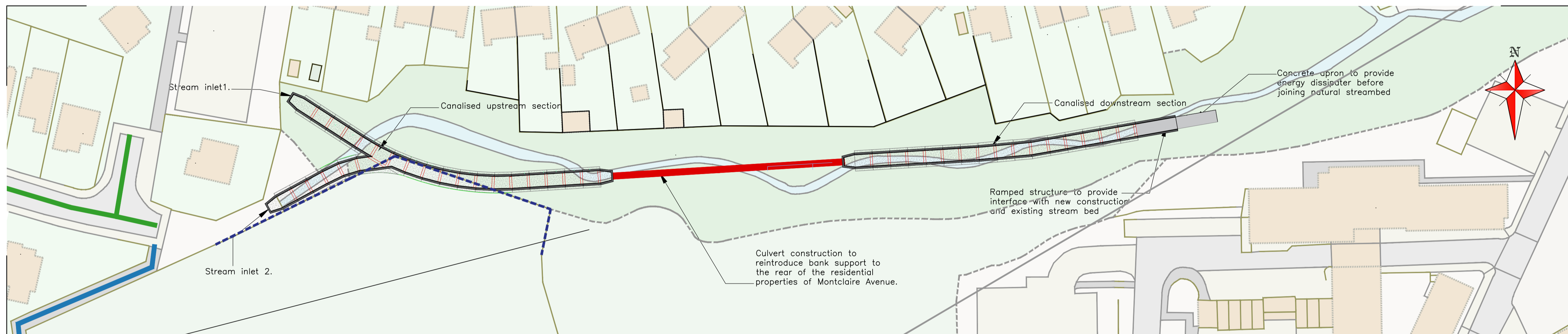
<b>Name:</b>	Marcus Lloyd TBC		
<b>Job Title:</b>	Head of Infrastructure		
<b>Signature:</b>		<b>Date:</b>	28 Spet 2021





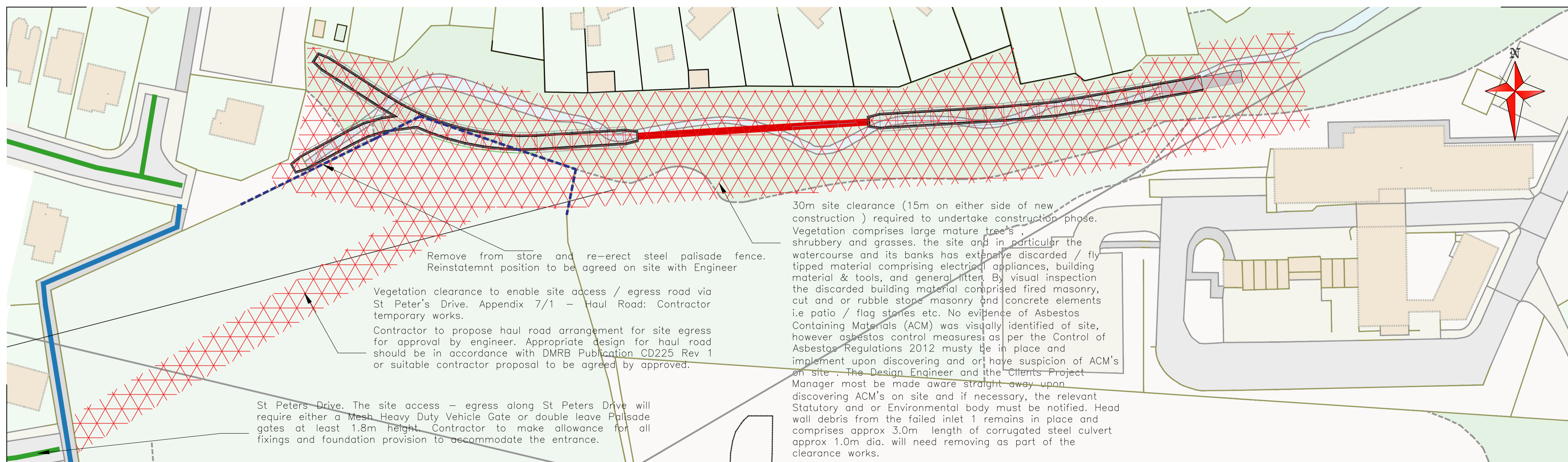
Existing watercourse arrangement

Scale:1:500



Indicative new construction arrangement.

Scale:1:500



Site Clearance

Scale:1:500

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DO NOT SCALE

HEALTH, SAFETY & ENVIRONMENTAL INFORMATION

NOTE:  
It is assumed that the work undertaken will be carried out by a competent Contractor who is aware of all generic risks associated with the works. Listed below are significant risks relating to the works:

The Client must ensure that a construction phase plan is drawn up before the construction phase begins and that the Contractor responsible for ensuring that the plan is drawn up adequately addresses the arrangements for managing the risks.

Site Clearance - 6369.56m<sup>2</sup>

Revisions

Surfix	Date	Issue	Description



ENGINEERING PROJECTS GROUP  
ENGINEERING CONSULTANCY

Communities Directorate  
Engineering Services Division  
Ty Penllta, Tredomen Park  
Hengoed CF82 7PG  
Head of Infrastructure - Marcus Lloyd  
B.Eng MBA C.Eng MICE MCIHT

Project title  
**Montclair Avenue - Blackwood**

drawing title  
**Proposed Site arrangement and vegetation clearance.**

scale 1:500@A1	date June 21	drawn RJ	checked
project ref. S0811	drawing no. 002	rev.	
APPROVAL <input type="checkbox"/>	COMMENT <input type="checkbox"/>	INFORMATION <input type="checkbox"/>	
DRAFT <input type="checkbox"/>	TENDER <input checked="" type="checkbox"/>	CONTRACT <input type="checkbox"/>	AS CONSTRUCTED <input type="checkbox"/>



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