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Am unrhyw ymholiad yn ymwneud â'r agenda hwn cysylltwch â Rebecca Barrett
(Rhif Ffôn: 01443 864245 Ebst: barrerm@caerphilly.gov.uk)

Dyddiad: Dydd Mercher, 11 Mai 2016

Annwyl Syr/Fadam,

Bydd cyfarfod **Pwyllgor Craffu Adfywio a'r Amgylchedd** yn cael ei gynnal yn **Ystafell Sirhywi, Tŷ Penallta, Tredomen, Ystrad Mynach** ar **Dydd Mawrth, 17eg Mai, 2016** am **5.30 pm** i ystyried materion a gynhwysir yn yr agenda canlynol.

Yr eiddoch yn gywir,

A handwritten signature in blue ink that reads 'Chris Burns'.

CHRIS BURNS
YR EIDDOCH YN GYWIR

A G E N D A

Tudalennau

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

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

I gymeradwyo a llofnodi'r cofnodion canlynol:-

- 3 Cynhaliwyd y Pwyllgor Craffu'r Amgylchedd ac Adfywio ar 29ain Mawrth 2016.

1 - 6

A greener place Man gwyrddach

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



- 4 Ystyried unrhyw fater a gyfeiriwyd at y Pwyllgor hwn yn unol â'r drefn galw i mewn.
- 5 I dderbyn adroddiad llafar gan yr Aelod(au) Cabinet.
- 6 Rhaglen Waith y Dyfodol Pwyllgor Craffu Adfywio a'r Amgylchedd. 7 - 24
- I dderbyn ac ystyried yr adroddiadau Craffu canlynol:-
- 7 Adroddiad Perfformiad Diwedd y Flwyddyn ar gyfer Peirianeg, Cymunedau a Hamdden, Adfywio a Chynllunio. 25 - 40
- 8 Amcan Gwella: Rheoli Carbon - Lleihau Ein Hôl - Troed Carbon (Adroddiad Blynyddol - Diwedd Blwyddyn) - 2015/16. 41 - 58

Cylchrediad:

Cynghorwyr M.A. Adams, Mrs E.M. Aldworth (Vice Chair), J. Bevan, Mrs A. Blackman, C.J. Cuss, D.T. Davies (Chair), N. Dix, C. Elsbury, R.W. Gough, Ms J.G. Jones, S. Kent, Ms P. Leonard, M.J. Prew, Mrs D. Price, A. Rees and Mrs E. Stenner (Heblaw bod hyn yn cael ei newid yn y CCB)

A Swyddogion Priodol



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON
TUESDAY, 29TH MARCH 2016 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies – Chair
Councillor Mrs E.M. Aldworth – Vice-Chair

Councillors:

M. Adams, Mrs A. Blackman, C.J. Cuss, N. Dix, C. Elsbury, R.W. Gough, S. Kent, M.J. Prew and A. Rees

Cabinet Members:

N. George (Community and Leisure Services), T.J. Williams (Highways, Transportation and Engineering)

Together with:

C. Harry (Corporate Director – Communities), C. Campbell (Transportation Engineering Manager), T. White (Waste Strategy and Operations Manager), S. Ead (Solicitor) and R. Barrett (Committee Services Officer)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Bevan, Ms J.G. Jones, Mrs P. Leonard, Mrs D. Price and Mrs E. Stenner, together with Cabinet Member K. James (Regeneration, Planning and Sustainable Development),

2. DECLARATIONS OF INTEREST

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

A Member sought clarification on whether he was required to declare an interest as he is a governor at a school referred to in Agenda Item No. 11 (Scoping of the Countywide Review of the Operation and Management of Highway-owned Council Car Parks). Officers advised that as the report was seeking views on the scope of the review, there was no requirement to declare in this instance.

3. MINUTES – 16TH FEBRUARY 2016

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 16th February 2016 (minute nos. 1 – 12) be approved as a correct record and signed by the Chair.

4. CALL-IN PROCEDURE

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

5. REPORT OF THE CABINET MEMBERS

The Scrutiny Committee received verbal reports from Cabinet Members N. George and T.J. Williams. Councillor George also delivered a report on behalf of Cabinet Member K. James.

Councillor N. George (Cabinet Member for Community and Leisure Services) presented his report and advised Members that the Authority is likely to achieve the Welsh Government Statutory Recycling Target of 58% for 2015/16, with a report on this matter due to be presented to the Scrutiny Committee later in the meeting.

Members were informed that a celebratory event was recently held in Newport to mark the success of the "Positive Futures" Partnership Programme between the Office of the Police and Crime Commissioner (PCC), local authorities across Gwent, the Home Office and other partners. The PCC and Home Office have provided significant levels of funding for this initiative which uses sporting activities to divert youngsters away from potential opportunities to become involved in anti-social behaviour and crime. Gwent Police have reported a 20% reduction in anti-social behaviour calls across Caerphilly county borough as a result of the positive engagement arising from this programme. The initiative also operates a day-time alternative education programme, for which there are 11 individuals currently engaged.

The Authority recently hosted its annual Disability Six Nations rugby tournament at the Centre for Sporting Excellence in Ystrad Mynach. Over 200 schoolchildren participated and the event was once again a huge success. The Cabinet Member expressed his thanks to the sponsors for their generosity and to the Caerphilly Sports Development Team and Trinity Fields School for their hard work in organising the event.

Councillor T.J. Williams (Cabinet Member for Highways, Transportation and Engineering) presented his report and outlined the relining works recently carried out on a major culvert in Penyrheol by the Engineering Projects Group. Full integrity has now been restored to this culvert.

Members were informed that the street lighting LED gear-tray replacement programme is due for completion at the end of the month. This has already led to a reduction of nearly £100,000 in Caerphilly's annual energy costs for 2015-15, and will further reduce costs in 2016-17.

The Scrutiny Committee were advised that a major exercise to re-tender the supported bus service contracts is currently underway. The new contracts are expected to be in place and operational for July 2016. At the same time, bus operators continue to review their commercial services in the difficult operating climate. The Cabinet Member confirmed that the Scrutiny Committee would be informed of any significant changes to these services.

The report from Councillor K. James (Cabinet Member for Regeneration and Planning) outlined the latest funding developments in respect of the Community Regeneration division. The indicative annual budget of £2.9m for Communities First (CF) in Caerphilly remains at the same level as the previous year (although it reflects a decrease in real terms). The Council's draft delivery plans for proposed Communities First projects for 2016 were recently approved by the Welsh Government (WG). Funding for the LIFT programme, which enables employment support for workless households to continue in the Caerphilly Basin and Upper Rhymer Valley cluster areas, will continue at the same level to 31st March 2016.

The new WG European Social Fund (ESF) Programme under Priorities 1 and 3 to deliver employment support across all CF areas have also been approved, with Caerphilly receiving an additional £1.3m of funding to support long-term unemployed and help young people gain employment. Additionally, applications for the next round of Vibrant and Viable Places funding will open later this year and Cabinet have agreed that the Council's bid will focus upon improving poverty in deprived areas.

Members were updated on developments in respect of town centre management, including the Go2MyTown website, which has been updated to include a range of information under the "Choose The High Street" banner. The Council's Facebook page is highlighting independent retailers in town centres and receiving a very positive response. Additionally, and in line with the Council's work to create 'Dementia Friendly Town Centres', the Bargoed Sight Centre has received training on how to offer a better service for people living with dementia.

The Cabinet Member provided an update in respect of the Deposit Replacement Local Development Plan and explained that recent public consultation events regarding this matter have generally been well attended. The consultation period for the plan has been extended to 22nd April 2016 which affords stakeholders additional time to make representations to the plan, and the findings from the consultation are scheduled to be reported to Council in November 2016.

The Scrutiny Committee were also informed that Caerphilly Council recently signed up to the Cardiff City Deal, which will entail over £1.2 billion of investment across the region over the next 10 years in order to improve its economic vitality. This is an exciting opportunity for the Council and its residents, and progress reports will be presented to Council as further developments arise.

During the course of the ensuing debate, Members expressed a need for investment arising from the City Deal to be allocated proportionally to local authorities across the South East Wales region. Officers confirmed that the City Deal is an equal partnership of the 10 local authorities and any investment made will need to improve GVA (Gross Value Added). It is expected that projects will be allocated across the region and that the Interim Chief Executive and Director for Communities would be representing the Council at an Officer level in any such discussions.

Discussion took place regarding the Communities First scheme and a Member referred to a past report which outlined previous Communities First funding allocations, targets and objectives. Officers confirmed that they would make arrangements for an update report to be placed on the Forward Work Programme for consideration at a future meeting.

In referring to the ESF Programme, a Member raised several queries, including the location of this training, if the programme is linked to the benefits system, and whether non-participants have benefit sanctions imposed on them for non-participation. Officers confirmed that they would make enquiries regarding these matters and respond to Members accordingly.

The Cabinet Members were thanked for their reports.

6. CABINET REPORTS

None of the Cabinet reports listed on the agenda had been called forward for discussion at the meeting.

REPORTS OF OFFICERS

Consideration was given to the following reports.

7. UPDATE ON PERFORMANCE AGAINST WELSH GOVERNMENT STATUTORY RECYCLING TARGETS

Tony White (Waste Strategy and Operations Manager) presented the report, which provided Members with the latest update on the Authority's projected performance against the Welsh Government statutory recycling target for 2015/16, and highlighted key issues in relation to the 2015/16 waste tonnages.

Members were advised that the Welsh Government (WG) has operated a statutory recycling target (SRT) regime for several years, with specific years being designated as key target years and with fairly large increases in the level of recycling to be achieved. 2015/16 has been designated as the next target year with a WG SRT set as 58% (in 2014/15 Caerphilly achieved 57.2%) and is one of the most challenging target increases that Local Authorities have faced to date. Previous targets were outlined in the report, all of which have been achieved by the Authority. There are further increases in the level of recycling required over the next 10 years, which will rise to 64% in 2019/20 and 70% in 2024/25.

Members were referred to Table 1 within Section 5 of the report which outlined the quarterly performance for 2015/16 for the various waste streams and the percentage of recycling/composting per quarter. Officers explained that these tonnage projections are conclusive for Quarters 1 and 2, provisional for Quarter 3 and projected for Quarter 4. The latest analysis is projecting a year-end performance of 60.4%. Whilst this is above the WG SRT of 58%, it is recognised that this is very close to the WG target and could fluctuate within the Quarter 4 period. Officers also outlined details of the fines that can be imposed by the Welsh Government for falling below this target.

Reference was also made to Table 2 within Section 5 of the report which outlined details of the 2015/16 projected year end recycling/composting tonnage by waste stream compared to actual result for 2014/15, and commented on any significant differences between the two years. Members were advised that the Authority has contacted residents in low-performing areas to encourage increased use of household recycling collections. Officers also explained that Incinerator Bottom Ash (IBA) recycling has been included in the tonnage projections for 2015/16 for the first time. Although there were costs associated in recycling this waste stream during 2015/16, future costs will be included in the relevant recycling contract from 1st April 2016 onwards.

Members were informed that the projected achievement of the challenging 2015/16 target has only been made possible following the implementation of some key interventions throughout the year. These include the introduction of a civic amenity wood recycling contract involving a fibreboard manufacturer, carpet and mattress recycling from civic amenity waste, and recycling of IBA from the Project Gwyrdd Plant. Details of the additional costs arising from these interventions were contained in the report, together with the 2015/16 service budget for each type of waste stream.

Consideration of the report ensued and a query was raised regarding the flexibility of WG sanctions in the event of an emergency incident within the Authority which could cause recycling tonnage to fall below target. Officers confirmed that no fines had been imposed to date for falling below target but that should they be enforced, they would come from the Authority's budget.

Discussion took place regarding potential strategies to achieve the increased recycling targets in future years. Officers explained that they are currently working with WG regarding possible changes to recycling collections, and are also examining options relating to the processing of recycling and commercial waste recycling. Food waste recycling is currently underperforming but it is acknowledged that this is an issue across the whole of Wales. Officers advised that a waste collection review is currently underway and that its results will be presented to Members in September 2016.

Members referred to the benefits of co-mingled recycling versus kerbside sorts and Officers confirmed this would form part of the waste collection review. A query was also raised as to whether the cost of food waste caddy liners contributes to the low uptake in food waste recycling. Officers confirmed that a comparison with other authorities indicated that this is not the case, and that a number of measures to encourage food waste recycling are currently being considered as part of the review. Discussion took place regarding home composting methods across the Authority and Officers also responded to general queries relating to bulky goods recycling and the processing of street waste.

A Member queried the feasibility of current non-recyclable items being recycled in future. Officers explained that they are governed by what items are accepted by contractors and that it can be difficult to procure firms that accept specific items (such as polystyrene and tetra packs). Discussion also took place regarding recycling processes within other countries, with Officers referring to European Union targets and explaining how these are exceeded by Welsh Government targets.

A Member queried whether it would be feasible to allow businesses to dispose of waste at civic amenity sites (for a nominal charge) in an attempt to increase recycling tonnage. Officers explained that whilst this would add to the total tonnage of waste processed, there would be no guarantee that the amount of recycling tonnage would be increased as it would depend on the type of waste disposed of by these businesses.

Having thanked the Officer for his detailed report and following consideration of its content, Members noted the projected performance against the 2015/16 SRT and the future challenges in terms of increasing SRTs.

8. SCOPING OF THE COUNTYWIDE REVIEW OF THE OPERATION AND MANAGEMENT OF HIGHWAY OWNED COUNCIL CAR PARKS

Clive Campbell (Transportation Engineering Manager) presented the report, which sought the views and support of Members on the scope of the proposed review on the operation and management of the Council's Highway owned public car parks and the potential for future changes to the current parking regime and charging tariffs.

Members were advised that following discussions relating to savings proposals for Highway owned off street car parks at the Special Regeneration and Environmental Scrutiny Committee meeting in June 2014, Members raised a number of issues related to the budget saving proposals and wider operational policy issues. Subsequently a number of related issues have also been raised by Members for which Officers have proposed the scope of a review for discussion and agreement with Members.

Members were referred to Section 2.2 of the report, which proposed the list of key issues to be included in the scope of the review. Members were asked to consider whether all the issues previously raised were encapsulated within the proposed scope, together with the process and timescales proposed in order to complete the review. Officers explained that in order to undertake the review it is proposed that a Task and Finish Group be established to discuss and agree how the review will be undertaken and the timescales for it to be completed.

During the course of the ensuing debate, clarification was sought on Section 4.2.7 of the report, which outlined the scope of the review and proposed consideration of whether the current parking situation across the county borough continues to meet the Council's objectives. Officers gave examples of these objectives, including supporting local towns in attracting visitors and meeting the needs of workers. A member queried whether the review would address a need for extra car parks to be created across the borough and Officers confirmed that this could be included within the review if Members so wished.

Reference was made to a lack of free parking within Blackwood Town Centre and a Member expressed a need for pay and display locations to be spread more evenly over a wider number of car parks in the county borough. Discussion also took place regarding the suitability of the enforcement regime in place across pay and display car parks. Officers explained that free car parks could be examined with a view to charging in the future but that these free locations are generally ones where there is little demand for parking. Officers also explained that should the review establish a need for additional free parking spaces within town centres then there would be a need for the Authority to purchase additional land for these to be created.

A Member proposed that concessions for schools as listed within the report be removed from the scope of the review and it was confirmed that this would be a matter for consideration by the Task and Finish Group. Members also indicated that they would wish for Park and Ride facilities to be included in the scope of the review. A Member expressed a need for police representatives to be invited to participate in the Task and Finish Group. Officers explained that this review will focus on off-street parking but that a working group has been set up between the Council and Gwent Police to discuss issues relating to on-street parking, and that a summary of such meetings will be reported to the Scrutiny Committee.

Having given due consideration to the report, Members welcomed the review and thanked the Officer for his informative report. Members noted the proposed scope of the review as set out in Section 4.13 of the report. It was unanimously agreed that a Task and Finish Group be established to undertake the review and agree the details of how it will be undertaken and the timescale within which to complete it.

9. REQUESTS FOR REPORTS TO BE INCLUDED ON THE NEXT AVAILABLE AGENDA

The following requests were received:-

1. Councillor S. Kent queried the cleaning schedule of CCTV cameras across the county borough. Officers confirmed that they would raise this matter with the Head of Public Protection and respond to the Member accordingly.
2. Councillor M. Prew queried the use of certain areas of common land within the county borough by professional dog-walkers, and was advised by Officers that there are no restrictions in place regarding this matter.

10. INFORMATION ITEMS

The Committee noted the following items for information, full details of which were included within the Officers reports. None of the items were brought forward for review.

- (1) Bryn Compost Liaison Group Minutes - 3rd September 2015;
- (2) Grants to the Voluntary Sector Panel Minutes - 25th November 2015;
- (3) Voluntary Sector Liaison Committee Minutes - 2nd December 2015;
- (4) Caerphilly Local Access Forum Minutes - 11th December 2015.

The meeting closed at 6.54 pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 17th May 2016, they were signed by the Chair.

CHAIR



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 17TH MAY 2016

**SUBJECT: REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151
OFFICER**

1. PURPOSE OF REPORT

1.1 To report the Regeneration and Environment Scrutiny Committee Forward Work Programme

2. SUMMARY

2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation.

4. THE REPORT

4.1 The Regeneration and Environment Scrutiny Committee draft forward work programme includes all reports that were identified at the scrutiny committee work programme workshop on 29 March 2016. The draft work programme outlines the reports planned for the period June 2016 to April 2017.

4.2 The forward work programme is made up of reports identified by officers and members during the workshop and has been prioritised into three priority areas, priority 1, 2 or 3. Members are asked to consider the draft work programme alongside the cabinet work programme and suggest any changes before it is finalised and published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside any changes to the cabinet work programme or report requests.

4.3 The draft Regeneration and Environment Scrutiny Committee Forward Work Programme is attached at Appendix 1. The cabinet work programme is attached at Appendix 2.

5. EQUALITIES IMPLICATIONS

5.1 There are no specific equalities implications arising as a result of this report.

6. FINANCIAL IMPLICATIONS

6.1 There are no specific financial implications arising as a result of this report.

7. PERSONNEL IMPLICATIONS

7.1 There are no specific personnel implications arising as a result of this report.

8. CONSULTATIONS

8.1 There are no consultation responses that have not been included in this report.

9. RECOMMENDATIONS

9.1 That Members consider any changes and agree the final forward work programme prior to publication.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To improve the operation of scrutiny.

11. STATUTORY POWER

11.1 The Local Government Act 2000.

Author: Catherine Forbes-Thompson Scrutiny Research Officer
Consultees: Gail Williams, Interim Head of Legal Services and Monitoring Officer

Appendices:
Appendix 1 Regeneration and Environment Scrutiny Committee Forward Work Programme
Appendix 2 Cabinet Work Programme

Regeneration & Environment Scrutiny Committee Forward Work Programme May 2016 to April 2017			
Meeting Date: 17 May 2016			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Performance Management Performance Report for Communities Directorate.	To present a highlight / exception report of the performance for Engineering, Community and Leisure, Regeneration and Planning in 2015/16.	The report will highlight good performance and identify areas for improvement over 2015/2016. The report will be supplemented by a verbal presentation on the evening to focus on specific performance achievements and issues.	Director – Christina Harry Mark S Williams Terry Shaw Dave Whetter Tim Stephens
Performance Management Improvement Objective 4 'Reduce our Carbon Footprint'.	Annual Report – Year End performance of one of the councils 5 priority objectives).	To provide members with a year end performance update of the objective and to invite the committee to discuss and reach agreement on the service judgement of a 'successful' delivery of this objective for 2015/16.	Paul Rossiter Energy & Conservation officer Colin Jones owner of the Improvement Objective.

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 28 June 2016			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Highways Allocation Budget (P1)	To inform and seek Members comments on the reasons for allocation of highways budgets as well as advising Members of highway and transportation projects for the financial year.	Explain difficulties with drainage and reaction to budget levels. Highlight where reduction in funding affects delivery. List road surfacing schemes, Traffic Regulation Order schemes.	Terry Shaw Graham Parry
Communities First Delivery 2015/16 and Budget Allocation for 2016/17	Members Request – To update Members and review 2015/16 performance and 2016/17 budget allocation.	To review performance in 15/16 and budget allocation for 16/17	Tina McMahon Dave Whetter
Leisure Review (P1)	To update the Committee on the Welsh Audit Office (WAO) Report received in respect of the development of a Sport & Leisure Strategy and the progress made by the new Business Improvement Programme (BIP) in taking forward the recommendations in the WAO Report.	<ul style="list-style-type: none"> • Outline of WAO Report history and recommendations. • BIP Project scope and progress to date. • Next steps. 	Mark S Williams

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Canal Action Plan Update (P3)	To update Members on the collaborative tourism focused bid being made for European Regional Development Fund (ERDF)/ Target Match Funding (TMF) funding by CCBC and Torfaen under the Visit Wales Umbrella Programme.	To outline the projects to be taken forward within CCBC and the timelines in which they will be progressed. The latter will be dependent on the ability of CCBC/ Torfaen to secure Welsh Government TMF.	Antony Bolter Allan Dallimore Dave Whetter
Environment Budget 2016/17(P3)	Information report in relation to Service Revenue Budgets for 2016/17	Reduced service revenue budgets for 2016/17 due to application of MTFP budget savings.	Mike Eedy

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 20 September 2016			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Environment Budget update (P1)	Briefing report in relation to Service Revenue Budget Monitoring for 2016/17.	Service provision and delivery remaining within budget funding for the financial year and highlighting any ongoing budget pressures.	Mike Eedy
Viable People Places Proposals (P1)	To consult on the Viable Vibrant Places (VVP) grant bid proposals.	The report will outline the Welsh Government (WG) VVP funding criteria and submission timetable which currently waits to be published. It will detail the bid being made by CCBC for funding to engage the local community in a range of social, environmental and economic projects.	Awaiting for confirmation from WG. Anticipated the following officers will attend: Tina McMahon Jane Roberts-Waite Dave Whetter
Review of Communities First proposals post 31 st March 2017. (P1)	To consult on grant bid proposals.	The report will outline the Welsh Government funding criteria and programme priorities which currently wait to be published. It will detail the process undertaken to identify the proposals for the bid.	Tina McMahon Dave Whetter

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Waste Collection review (P1)	To update the Committee on the work of the WG Collaborative Change Programme (CCP) in exploring waste collection change options, the Business Improvement Programme and Welsh Audit Office (WAO) examination of the CCP work and its assumptions.	<ul style="list-style-type: none">• Outline of history of CCP, collection issues and reasons for considering change.• BIP Project scope & progress to date.• WAO findings.• Next steps.	Mark S Williams
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Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 1 November 2016			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Leisure Review Proposals (P1)	To update the Committee on the outcome of the Sport & Leisure Review (s) agreed by the Committee at its June 2016 meeting.	<ul style="list-style-type: none"> • Completion of BIP review and findings/ outcomes. • Next steps in terms of adoption of strategy by the Authority. 	Mark S Williams
City Deal Update (P1)	To provide an update on City Deal developments.	<ul style="list-style-type: none"> • Details to be confirmed nearer the date. 	Christina Harry

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 13 December 2016			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Car Parking Review (P2)	To bring forward report and recommendations of the task and finish group.	To be determined from the task and finish group outcomes.	Terry Shaw Clive Campbell Chair of Task and Finish group

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 14 February 2017			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
Road Speed Review (P2)	To explain the Speed review process to Members and advise of the outcomes and way forward.	Highlight those stretches of the Council's highway network that will be changing speed restrictions.	Terry Shaw Clive Campbell

Appendix 1
Regeneration & Environment Scrutiny Committee Forward Work Programme

Meeting Date: 28 March 2017			
Subject – (The report title will be listed here - a maximum of 4 agenda items per meeting)	Purpose – (This explains the purpose of the report being considered by scrutiny committee)	Key Issues – (This will list the key issues to be contained in the report – similar to the report summary)	Witnesses – (This will be the Officers, external witnesses or key stakeholders, identified by the Scrutiny Committee, who will be invited to attend and give evidence)
City Deal Update (P1)	To provide an update on City Deal developments.	<ul style="list-style-type: none"> • Details to be confirmed nearer the date. 	Christina Harrhy

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18TH MAY 2016	Key Issues	Service Area
<p>Corporate Plan</p> <p>Cyngor Bwrdeistref Sirol Caerffili, Drafft 2016/17 Cynllun Corfforaethol (Amcanion Lles)</p>	<p>The Councils Corporate Plan with its Well-Being Objectives for 2016-2017 sets out the Council priorities for the coming year together with the consultation results and the intended outcomes. The Council has a statutory duty (Local Government Measure 2009) to produce objectives and set out to the public what those objectives will be for the year ahead. The plan also details why those specific objectives were chosen and how they will be measured. The progress of the Corporate Plan will be monitored by Council Scrutiny committee's</p>	<p>Performance Management</p>

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10TH JUNE 2016	Key Issues	Service Area
<p>Tenant Participation Strategy</p> <p>Strategaeth Cyfranogiad Tenantiaid 2016 - 2019</p>	<p>This report outlines the Purpose of the new Strategy, its 4 Key Objectives, along with information on how it was developed. The strategy also refers to the development of an Action Plan to support the delivery of the strategic objectives over the next 3 years.</p>	<p>Housing</p>
<p>Housing Repairs Review of Recharge Discount</p> <p>Trwsio Tai - Adolygiad o Ad-daliad Disgownt</p>	<p>The purpose of this report is to review the impact on income and recovery levels of the recent trial to offer tenants a 25% discount for prompt repayment of invoices for rechargeable repairs and end of tenancy works. This trial was introduced following the submission of a report to Cabinet on 18th March 2015 and members' are asked to consider the recommendation to withdraw the trial as cost benefits have not been realised</p>	<p>Housing</p>
<p>Regeneration and Planning Division Capital Allocation 2017/18</p> <p>Dyrannu Cyfalaf Is-adran Adfywio a Chynllunio 2016/17</p>	<p>Budget proposals 2016/17 and Medium Term Financial Strategy 2016/21.</p>	<p>Engineering – Project Development Team</p>
<p>Provision of Additional Supported Temporary</p>	<p>To seek Cabinet approval for Housing to enter into a lease agreement for an additional fully supported temporary accommodation facility for</p>	<p>Housing</p>

APPENDIX 2

Accommodation Llys Tabernacle Darparu Llety Dros Dro â Chymorth Ychwanegol - Llys Tabernacl	homeless persons to reduce the use of B&B provision.	
Voluntary Sector Grants Capital Allocation 2016/17 Dyraniad Cyfalaf Grantiau Sector Gwirfoddol 2016/17	To seek approval of the Voluntary Sector Grants capital allocation for 2016/17.	Public Protection

15TH JUNE 2016	Key Issues	Service Area
<p>Page 20</p> <p>Land at Lewis Street, Aberbargoed</p>	There is a plot of surplus land in Lewis St, Aberbargoed that is identified for disposal for development. Consultation has identified local objections to development and in the circumstances, and in accordance with the Council's Protocol for disposal of Land & Property, Cabinet is asked to decide on whether or not to offer the site for disposal.	Property Services

29TH JUNE 2016	Key Issues	Service Area
Cabinet Forward Work Programme	To seek Cabinet endorsement of the Forward Work Programme for the period April 2016 to June 2016.	Legal and Democratic Services
Governance Arrangements – SEW Education Achievement Service Trefniadau Llywodraethu Gwasanaeth cyflawni addysg de ddwyrain cymru	Update to current governance arrangements to reflect the new National Model of Regional Working for Education Consortia.	

13TH JULY 2016	Key Issues	Service Area
Community and Leisure Services Division – Various Issues Relating to Fees for Specific Services	The report outlines a number of service areas where there are either new services to be offered that require fees to be set or where fee increases have not been implemented for a number of years such that the fee structure is no longer sustainable and/or is not recovering the full cost of the service. The report therefore seeks cabinet approval to introduce certain new fees and to increase or change the fee structure of others.	Community and Leisure Services
Winter Maintenance Plan	To seek endorsement of the council's annual approach to Winter Maintenance	Engineering Services
27TH JULY 2016	Key Issues	Service Area
Provisional Outturn for 2015/16	This report will provide Cabinet with details of the provisional revenue budget outturn for the 2015/16 financial year prior to the annual audit by the Authority's External Auditors, Grant Thornton. The report will provide an overview of the Council's financial performance and will set out the reasons for any significant variations against budget.	Corporate Finance
Reserves Strategy	Following a review of the Reserves Protocol, this report will seek Cabinet endorsement of a reserves strategy setting out details of the types of reserves held by the Authority, their purpose and the processes for authorising use of the reserves.	Corporate Finance
7TH SEPTEMBER 2016	Key Issues	Service Area

21ST SEPTEMBER 2016	Key Issues	Service Area

5TH OCTOBER 2016	Key Issues	Service Area
Highway Maintenance Plan	To seek endorsement of the Council's approach to maintaining its highway network	Engineering Services

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19TH OCTOBER 2016	Key Issues	Service Area

2ND NOVEMBER 2016	Key Issues	Service Area

16TH NOVEMBER 2016	Key Issues	Service Area
Highway Asset Management Plan	To update on the current All Wales approach to Asset Management and seek endorsement for CCBC's development of its Highways Asset Management Plan	Engineering Services
Treasury Management – Review of MRP Policy	This report will set options for revising the Minimum Revenue Provision (MRP) Policy to identify potential savings to support the Medium Term Financial Plan (MTFP).	Corporate Finance

APPENDIX 2

Mid-Year Budget Monitoring (Whole Authority)	This report will provide details of projected whole- Authority revenue expenditure for 2016/17 along with details of any significant issues arising. The report will also update Cabinet on progress in delivering approved savings for the 2016/17 financial year.	Corporate Finance
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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 17TH MAY 2016

**SUBJECT: YEAR END PERFORMANCE REPORT FOR ENGINEERING,
COMMUNITY AND LEISURE, REGENERATION AND PLANNING**

REPORT BY: CORPORATE DIRECTOR COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To provide members with a performance update of the Communities Directorate, firstly through taking a look back over the last twelve months of our performance against objectives highlighting the exceptions and then through looking forward, setting out our key objectives/priorities for the next twelve months, including any risks that may hinder performance.

2. SUMMARY

- 2.1 Overall 2015/16 offered a generally positive year in terms of service performance. However, a number of future challenges have been identified and action plans have been developed and captured in 16/17 service improvement plans. The biggest challenge across the service area remains, how to balance the demands of increasing legislation and rising public expectations against reducing budgets. Whilst challenging, the service area is well placed to respond to them.

3. LINKS TO STRATEGY

- 3.1 The Single Integrated Plan 2013-2017 has a priority to 1) improve local environment quality 2) reduce the causes of and adapt to the effects of climate change and 3) maximise the use of the environment for the health benefits.
- 3.2 The Future Generations Act 2014 has 7 national Well-being goals which all public bodies are expected to contribute towards. Performance of these services and their objectives contribute to all 7 Welsh Government National Well-being goals.

4. THE REPORT

- 4.1 The performance reported within this report for the Directorate of Communities does not include the Housing Service and WHQs as these will be reviewed under Policy and Resources Scrutiny on 31st May 2016. In addition the June 2016 meeting of the Regeneration and Environment Scrutiny has a proposal to consider a report which reviews performance of Communities First.

- 4.2 Each service area has carried out a self-evaluation of its services which flows into a service plan for the year ahead. The service plan details the priorities for the year ahead and these are summarised in the detail of the report.
- 4.3 This report provides an overall summary of performance from Engineering, Community and Leisure and Regeneration and Planning. The report provides a highlight of the year highlighting exceptions of good performance as well as identifying any areas for improvement. The report also details the key objectives of the year ahead.

4.4 **Engineering**

The Engineering Services provides services that directly address Highways and Transportation needs throughout the county borough. Engineering consists of three core service groups, Highway Operations Group (HOG), Engineering Projects Group (EPG) and Transportation Engineering Group (TEG). The Service currently employs in the region of 270 personnel with annual budgets of £22 million revenue and £5.7 million capital.

4.4.1 Last year's performance

Overall, for a wide ranging front line service delivery area, the divisional performance of Engineering Services is judged to be good, producing variable results in view of key objectives set out for 2015/16.

By way of examples, positive results for 2015 / 16 include;

- Engineering Project Group (EPG) has demonstrated value for money in terms of being cheaper than private sector consultants and the service is judged as being in the upper quartile for cost performance across Wales. – a range of national PIs collated by CSS Wales that cover professional fee cost as a percentage of scheme cost over 3 cost ranges. In terms of performance, this service area is in the upper quartile for cost performance across Wales and has consistently delivered projects below the all Wales average for the respective cost ranges, with only two anomalies over this period.
- Third party insurance claims across all Highway Operations Group (HOG) services are down, with a consequential reduction in annual premiums being realised – a 40% reduction in claims resulting in annual premiums reducing from £1,729,539 to £59,183. The APSE survey, (which assesses Caerphilly's figures with approximately 15 peer councils) provides a comparison across Wales and this has identified Caerphilly as being in the upper quartile for percentage change in number of non-repudiated third party claims.
- Transportation Engineering Group (TEG) has recorded the lowest average subsidy per passenger for tendered services.
- TEG have recorded the highest satisfaction for the provision of local bus service information, bus service reliability and overall satisfaction in the local bus network.
- TEG have also recorded the second highest recorded satisfaction in the frequency of bus services and the bus stops and shelters – the source data for all three of TEG's positive results have been taken from comparables provided by the Local Government Data Unit Wales.

Areas that require strengthening include:

- Treatment of highway surface defects has seen a decline in performance, reflecting the affects of inclement weather and what has been one of the wettest winters on record. In view of this, several control measures have been introduced that will be monitored throughout 2016-17 to measure effectiveness.

Although not necessarily falling in performance levels, Engineering Services' Service Request response rates have been scrutinised in light of the Director's focus and required 100% target scoring. This has identified certain inconsistencies and apparent habitual shortcomings, in terms of dealing with the effective communication management of responses. Further steps are being taken to improve the consistency of approach and closer monitoring has been implemented.

In relation to the performance issues highlighted above the key performance indicators to be monitored are as follows, which will form part of the presentation at scrutiny committee whereby further information will be provided for discussion.

- Average time taken to rectify highway surface defects (No of days) - Target 28 days.
- Percentage of non-cat 1 (non-emergency) repairs completed in 28 days - Target 80%.
- Request response rates to Standard Service Requests within 20 working days - Target 100%.
- Request response rates to Members within 10 working days - Target 100%.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
% of non-cat 1 (non emergency) repairs completed within 28 days	80%	40%	Feb 2016 figure provided as year end data is unavailable at this time. Performance has been severely affected during Q3 and Q4 owing to unprecedented weather conditions and dedication of resources to flooding events. The service area has responded to the backlog caused, by implementing weekend works and strengthening the number of resources following a recruitment drive. The results of these additional measures should be realised during Q1 and Q2 of 2016/17.
Average time taken to rectify highway surface defects that were identified for this period (No of days)	28days	37days	As above
% of dangerous incidents repaired within 24 hours - Highways	100%	99%	The 2015/16 result shows a marginally improving trend compared to 2014/15 (98%). This demonstrates the Service's focus on emergency responses to dangerous incidents and the resilience to prioritise available resources.
% of programmed highway safety inspections done within timescale	90%	96%	The 2015/16 result shows a marginally worsening trend compared to 2014/15 (99%) and reflects the long term absence of one of the Highway Inspectors during Q3.
Engineering Service request response rates to members within 10 working days	90%	84%	Feb 2016 figure provided as year end data is unavailable at this time. The performance in this area has been scrutinised to reflect the director's 100% target scoring and closer reporting/monitoring has been implemented and best practise notes are being drawn up for dissemination to all ESD staff.

Engineering Services request response rate to Standard Service requests within 20 working days	84%	89%	As above
The average number of calendar days taken to repair street lamp failures during the year (Yearly)	4 days	4.53 days	The 2015/16 result shows a marginally worsening trend compared to 2014/15 (4.24%). The focus on improvement has been drawn into the new Street Lighting Framework, whereby performance is closely measured and reviewed. Since the implementation of the new framework in December, the reported figure is 3.14 days, which should be reflected in the annual figures for next year.
THS011a The percentage of Principal (A) roads that were in overall poor condition (Yearly)	4.5%	4.5%	The 2015/16 result shows a marginally worsening trend compared to 2014/15 (4.16%). 2014/15 saw the end of additional funding due to the Local Government Borrowing Initiative, which allowed greater investment in carriageway resurfacing programmes over the previous three years. This corresponded to an improvement in the overall condition of the Highway asset. The average in Wales for 2014/15 was 4.1% although the 2015/16 figure has not yet been reported.
THS011b The percentage of Non-principal/ classified (B) roads that are in overall poor condition (Yearly)	6%	4.1%	The 2015/16 result shows a worsening trend compared to 2014/15 (3.44%). 2014/15 saw the end of additional funding due to the Local Government Borrowing Initiative, which allowed greater investment in carriageway resurfacing programmes over the previous three years. This corresponded to an improvement in the overall condition of the Highway asset. The average in Wales for 2014/15 was 5.0% although the 2015/16 figure has not yet been reported.

THS011c The percentage of Non-principal/ classified (C) roads that are in overall poor condition (Yearly)	13%	9.2%	The 2015/16 result shows an improving trend compared to 2014/15 (9.9%). 2014/15 saw the end of additional funding due to the Local Government Borrowing Initiative, which allowed greater investment in carriageway resurfacing programmes over the previous three years. This corresponded to an improvement in the overall condition of the Highway asset. The average in Wales for 2014/15 was 17.2% although the 2015/16 figure has not yet been reported.
RdS013 Number of casualties per 100,000 vehicle kilometres of local roads reported during the year (Yearly)	N/A	N/A	Annual PI – Data not available at this time. Based on the information provided, between 2013/14 to 2014/15 there has been a downward (improved) trend in the number of casualties reported.
RdS016 Number of child casualties whilst walking or cycling per 10,000 population (5-15 yrs) (Yearly)	N/A	N/A	Annual PI – Data not available at this time. Between 2013/14 to 2014/15 there has been an upward (worsening) trend in the number of casualties reported.

4.4.2 The key objectives for Engineering Services for 2016/17 include

- Highway Operations Group to improve performance both in relation to reactive daily issues (alluding to the treatment of highway surface defects identified in 4.4.1) and delivery of larger schemes.
- Network Contracting Services (NCS) and EPG resource management improvements to ensure effective use of staff, improve staff retention, improve age-demographic and instil succession planning to maintain and improve service provision.
- To respond to increasing incidences of prolonged wet weather, assess the existing drainage infrastructure and promote the funding of mitigation schemes / flooding solutions
- Seek funding for investment in further street lighting energy reductions.
- Contribute to the development/delivery of Metro and City deal.
- Undertake a countywide review of the Council's Highway owned off street car parks.

The delivery of the above objectives will be monitored by use of the following;

- Agenda items within regular Management meetings.
- Resource meetings held fortnightly.
- Senior engineering management interface to monitor progress and spend.
- Delivery officers management meetings used to manage high level workload.
- Director / Cabinet member / Head of Service to engage with Welsh Government and other councils.
- Regular review of PIs within Ffynnon and by providing full assistance to Task and Finish groups.

Risks that could hinder or prevent progress or achievement include;

- No budget increases will limit the Service’s ability to maintain highway assets effectively.
- Reduction in staffing levels and inability to recruit new staff.
- Maximum value for money not achieved due to reactive planning and programming.

4.5 Community and Leisure

The Community & Leisure Services Division delivers a broad range of services. Most of these services and their functions are ‘front-line’ due to their visible presence and high impact on the community neighbourhoods, towns and villages that they serve throughout the Caerphilly borough. The division has 1251 staff and an annual revenue budget of £25.95m.

Our vision statement is *“Improve the quality of life in our communities, by making communities more sustainable, improving civic pride, confidence and striving for excellence and continuous improvement in community health and well-being”*.

4.5.1 Last year’s performance

Waste Collection Services continue to deliver high levels of performance and is likely to achieve Welsh Government statutory targets for recycling (58%) for 2015/16. However, the service has been faced with challenges relating to a high amount of contamination in dry recycling waste and further challenges associated with difficulties in increasing the participation of food waste recycling. Results of the household survey shows that satisfaction levels have been maintained at a high level although there has been a very slight dip in satisfaction across the board.

The service has a net budget of £12.296 million for 2015/2016 reduced from £13.551 million in 2014/2015 and this included budget reductions of £1.702 million in support of the Council’s MTFP. It is anticipated that the service outturn for 2015/2016 will report an under spend of circa £237,000 due to MTFP savings made in advance.

Future challenges include planned population increases which will ultimately result in increased pressures on the service with more collections. A review is planned with the development of the new Business Improvement Board and a review by the Wales Audit Office, the service is also working on modelling collections with Welsh Government to ensure that it is equipped to meet future statutory recycling targets of 64% and 70% respectively.

The **Cleansing Services** workforce has downsized in order to deliver MTFP savings but cleansing standards have been maintained and customer satisfaction levels have improved. It is projected that performance levels will be maintained. The future challenge is to maintain existing service levels and meet customer’s expectations with MTFP savings.

Key PI’s	Previous Year 2015/16		Progress / Comments
	Target	Result	
The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	58%	Q3 59.40%	Due to the availability of data and the complex nature of entry onto Waste Data Flow year end data is unavailable at this time. Q2 figure entered as accumulative and is taken from WDF. Changes in legislation regarding the composting of wood has reduced the percentage recycled. Figure has not been audited by WDF team and is subject to change.

% of people participating in food waste recycling	44.10%	44.10%	Results from 2011/12. Unable to monitor due to resource issues.
The cost of Refuse Collection Services per household	£19		Year end data is unavailable at this time.
Domestic Refuse Customer Satisfaction	90%	92.70%	Result from 2015 Household Survey.
Food Waste Customer Satisfaction	85%	77.90%	As above
Recycling Customer Satisfaction	85%	91.40%	As above.
Street Cleansing Customer Satisfaction	70%	77.30%	As above.
The percentage of highways and relevant land inspected of a high or acceptable standard of cleanliness	97%	Feb 2016 97.40%	Year end data is unavailable at this time.

The **Sport & Leisure Service** has seen a significant increase in the number of people participating in sports and leisure activities with an 8 % increase since 2013 (School Sport Survey 2015). There has also been an increase in Direct Debit Memberships across the service. The number of free swim sessions for children aged 16 and under and adults 60+ are below target as ageing facilities have been closed due to maintenance/refurbishment works. There has been an increased focus upon Learn to swim programmes and performance has improved significantly over the last 12 months although the service is below its set target for 2015/16. WG has set all Local Authorities a target of 91% of all children aged 11 being able to swim 25 metres by the year 2020 and the Authority is working towards achieving this target. Caerphilly is playing a leading role for delivering 'Active Gwent' a regional collaborative model. The service has been subject to a Wales Audit Office (WAO) review of the development of a sport and leisure strategy (awaiting final report) and a service review is planned with the development of the Business Improvement Board.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
Number of visits to indoor sport facilities (Leisure Centres)	1,400,202	1,293,802	Caerphilly refurbishment works and pool closure Dec 15 - April 16 has significantly affected usage figures across the service area.
Number of Visitors to Sport Caerphilly Activities	80970	84460	Intervention target met. Low attendance from Easter holiday camps has affected the number of visits.
Number of people participating in the health referral scheme	1200	1138	
Number of free swim sessions - children aged 16 yrs and under	29092	22716	Caerphilly LC pool closed due to refurbishment works
Number of free swim sessions - adults aged 60 yrs and above	47246	43901	As above.
Children age 11 yrs able to swim 25 meters	69%	62.50%	Good improvement on previous year.
% school years 3-6 participating in sport 3 times per week (Hooked on Sport)	44%	48.50%	Results from School Sport Survey 2015.
% school years 7-11 participating in a sport 3 times per week (Hooked on Sport)	42%	46%	As above.
% pupils in school years 3-6 who report participation in a Sports Club	82%	83.40%	As above.

% pupils in school years 7-11 who report participation in a Sports Club	72%	75.70%	As above.
Sports & Leisure Service Customer Satisfaction	94%	98%	Excellent feedback received from Newbridge & Risca Leisure Centres during Q4.

Fleet Management & Maintenance service is subject to a significant level of scrutiny by auditors and regulators i.e. FTA, VOSA, ISO accreditation. During that past year VOSA undertook a roadside inspection where a driver's hour infringement was identified. VOSA then undertook a systems audit of compliance where 17 out of 19 areas were found to have good systems and procedures in place. The service is facing internal and external challenges in respect of electronic defect reporting (connectivity problems), compliance with drivers hours (all drivers of vehicles in excess of 7.5 tonne now use digital tachographs to record driving hours) along with maintaining workshop viability (due to a younger, hired fleet where there is no obligation for Caerphilly to undertake repairs and maintenance). Improvement works have been undertaken in the workshop with the installation of a new MOT ramp so that the service can undertake MOT's on Minibuses.

A Managed Service contract is due to commence in July which will ease procurement bureaucracy and should increase the workload in the Workshop. A review of the usage of corporate fleet is being undertaken as part of the Business Improvement Board.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
Compliance with operator's licence - VOSA score against national operators	3	0	0 = green operator (lowest risk).
OCRS - Traffic Enforcement	3	10	Our Score has gone from Grey to Red 10 as a result of an EU Driving Infringement where a driver was found to be driving without a tachograph card. It is likely that this score will remain the same until July 2016, where there may be a slight improvement.
Percentage of defect sheets returned reporting O licence vehicles only	95%	85.61%	There are connectivity problems. IT have trialled wifi at Penmaen Depot. Fuel keys will continue to be blocked until the situation improves.
Vehicle Maintenance percentage productive hours	90%	Dec 2015 72.85%	Year end data is unavailable at this time.

Building Cleaning Services is anticipated to return a profit of £79,000 for 2015/16. Continuous high levels of productivity compares favourably when benchmarked with others via APSE. The service has an external ISO accreditation and undertakes internal audits to assess standards. There is evidence of good levels of customer satisfaction from APSE although a decline in local customer satisfaction was experienced due to a very low response rate. The future challenge is maintaining its customer base with customers looking to reduce costs through either reducing the amount/frequency of cleaning and/or building rationalisation.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
Building Cleaning Turnover (£ x.xx M)	£3.19		Year end data is unavailable at this time.
APSE Building cleaning square metres cleaned per hour for Primary Schools	0.72		As above.
APSE Building cleaning square metres cleaned per hour for Secondary Schools	0.88		As above.
APSE Building cleaning square metres cleaned per hour for all Offices	1.10		As above.
Quality Standards of Building Cleaning	95%	94%	
APSE Building cleaning customer satisfaction	80%		Data will be available Sept 2016.
Customer Satisfaction Local Survey random selections	95%	68.70 %	Results are from 2014/15 biennial survey. 68.7% of customers rated the standard of cleaning as 'good' or 'very good'. 31.3% of customers rated the standard of cleaning as 'ok'. No customers rated the standard of cleaning as poor. Only 56% of customers responded to this survey compared to 84% in 2012/13.
The number of customers (buildings) that are subject to a contract	220	Q3 234	Year end data is unavailable at this time.

Parks & Bereavement Services has delivered MTFP savings, grass cutting frequencies have been reduced from once every fortnight to once every three weeks, which has led to a slight drop in satisfaction levels. This may be attributable to the reduction in the grass cutting frequency and/or that conditions may have been more favourable for vegetation growth this year.

Three Parks are recognised as places of excellence by Green Flag assessors and awarded Green Flag status. Bereavement Services is top in Wales at recovering its costs. The service holds a Bronze award with Charter for the Bereaved. A review of outdoor recreation facilities has been formally adopted as Council policy. The service has been successful in working with Bowls Clubs on a new delivery model. Future challenges exist around developing adequate municipal cemetery provision, changing climate conditions and meeting customer expectations with reduced frequencies.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
Number of Amenity Grass Cuts undertaken	9	9	4 grass cuts completed April - June 15. 5 grass cuts completed July - Sept 15.
Grass Cutting and Weed Control Customer Satisfaction	75%	63.30 %	Results of the 2015 Household Survey. There has been a drop in satisfaction levels (from 70% to 63%) this year and this may be attributable to the reduction in the grass cutting frequency and/or that conditions may have been more favourable for vegetation growth this year
Number of Parks that have achieved Green Flag National Status	3	3	Morgan Jones Park, Caerphilly, The Wern, Nelson and Waunfawr Park, Crosskeys.
Bereavements Income as a % of Gross Expenditure	100%		Year end data is unavailable at this time.
Charter for the Bereaved (annual) Best Value Assessment Score	3	3	This year's best value review has identified that even though the Authority retained a 'bronze' award, we are now only eight points from achieving 'silver' status. Number of points 2015 = 518 Number of points 2016 = 523 Number of points needed for 'silver' status = 531.
Parks Services Customer Satisfaction	70%	67%	67% of the public were satisfied with the condition of their local park/play area. Coincidentally, this mirrors the satisfaction level in 2013.

4.5.2 The key objectives for Community and Leisure Services for 2016/17 include

- To deliver an effective and responsive Building Cleaning Service, Window Cleaning Service and Portable Appliance Testing (PAT) according to the needs of a range of building owners and occupiers
- To manage servicing and repair functions for the Council fleet of vehicles and to ensure legal operator and driver compliance, thereby retaining the Council's operating licence.
- To maintain public parks, sports fields, highway locations, allotments, housing estates and other public land, ensuring that they are safe, clean and fit for purpose
- To provide cemeteries that are well maintained with suitable burial provision
- To help get more people, more active, more often
- To deliver appropriate collection, treatment and disposal of waste & recyclables to both the domestic and commercial sectors
- To keep the streets and public highways as clean and free from litter and graffiti as far as is reasonably practical

4.6 Regeneration and Planning

The service area is responding to a number of changes taking place at a national, regional and local level. These include legislative changes which are in the process of being developed through the Planning Bill and the Environment Bill, as well as the City Region and City Deal which are at both at the embryonic stage of development but could realise a different way of working across a number of areas. At a local level the recent departure of the Head of Service and the introduction of interim arrangements, coupled with a general reduction in external grants, highlight the uncertain conditions that this service area is operating within.

The service consists of the Countryside and Landscape service, Planning Development and Strategic Development who are responsible for the Local Development Plan. The Business Support and Funding staff assist small businesses and provide technical support and guidance on European Funded projects. Urban Renewal manages projects, such as Bargoed and Newbridge town centres. Community Regeneration support Communities' First and other programmes. Destination and Events staff manage events such as the Big Cheese and the Caerphilly 10k run and are involved in marketing and tourism venues and heritage assets. The service has approx. 132 staff.

4.6.1 Last year's performance

The service performed reasonably well last year, however, a number of challenges were experienced which have been identified as in need of review over the next 12 months.

Planning

Countryside – the team includes ecology and landscape expertise, but its main public facing service is the countryside parks at Penallta, Cwm Darran, Bargoed, Pen-y-Fan, and Sirhowy. 88% of households using the parks were very or fairly satisfied with those facilities. Visits to country parks has again exceeded a million although the figures are seemingly some 10% lower than the previous year and as such has not met the growth target. Whilst it is acknowledged that the economy and the weather can play their part, it is noted that the recent introduction of car parking charges has not been received well by the public and this may have contributed to the overall reduction.

Welsh Government targets which are 54% with regard to Public Rights of Way have been exceeded at 80% and there is a perception by other bodies e.g. Natural Resources Wales that the CCBC service is one of the best in Wales. However, the service does receive a large number of calls over the summer months and our ability to respond to the large number of calls is limited by our staff resources. In order to manage this demand, it is acknowledged that the use of community groups and volunteers will be required. Income generation was successful with both the RDP being approved along with a number of other grants, and the service compares favourably with neighbouring authorities in both levels of funding and proportion of successful bids. The budget allocation for the RDP is £2,642,994 and will run until 31st December 2021.

Development Management – there has been a dip in the overall performance of the team over the past year, but process changes introduced in the Autumn are already producing improvements, and the overall percentage of planning applications determined within 8 weeks was 79% in the last quarter of 2015/16, only 1% below the Welsh Government target. The percentage of householder applications determined within the statutory period has always remained strong however at 90%.

Building Control – this service which monitors the construction of development is in direct competition with the private sector, but despite this it ensured a customer satisfaction rating of good or better of 86%.

Strategic Development –Following the annual monitoring report of the Plan back in 2013, a full review of the LDP was triggered. The review of the Local Development Plan was placed upon deposit in January 2016 with the deadline for the submission of comments by the public and others being 22 April 2016. The report of the consultation will be presented to Council in November. The timetable for the review including the public inquiry is agreed with Welsh Government, and at present the review is proceeding in accordance with it.

Regeneration

Business Support & Funding

- During 2015-16, Business Support Grants and Business Development Grants generated 80 new jobs and safeguarded 334. The Local Investment Fund (LIF) ended in June 2015 which has resulted in a reduced level of budget available for grants.
- The evaluation of LIF confirmed that Caerphilly CBC was the top performing team in the region.
- The Team manages a property portfolio, which accommodates over 300 local businesses across 13 sites and generates over £2m of income.
- The occupancy rate for industrial and office premises dipped during 2015 but has recently improved and currently stands at over 95%.

Given the reduction in grants available to businesses, as well as the emerging discussions around the most effective approach to economic development at a regional level, a review of our service offer will be required, in consultation with our business community to ensure that we provide an effective and efficient business support service to ensure the county borough remains attractive to new and existing business.

Key PI's	Previous Year 2015/16		Progress / Comments
	Target	Result	
Number of jobs created by Grants in the County Borough in the year	50	80.60	Both results reflect a steady but not exceptional recovery from the recession. This trend is anticipated to continue in the year ahead. However, 2015-16 included 3 months of Local Investment Fund grants which ended June 2015 so 2016-17 targets will reduce accordingly.
Number of jobs safeguarded by Grant Schemes in the year.	280	334.40	
BES - Number of offers of financial assistance to local companies [CCBC grant offers]	82	68	2014-15 result was 140. Following end of LIF Grant in June 2015 many companies assumed that there was no longer any grant assistance available. Consequently, the level of interest in CCBC grants was low in September and October. Whilst business interest in the Grant has now picked up and is improving as officers have focused on grants availability. In addition, the local economy is only slowly recovering from the recession.

Community Regeneration

- The team (comprising of 55 officers) maintains a strong collaborative focus on tackling poverty, delivering positive outcomes against a range of key indicators set by WG across many strategic priorities.
- In a monitoring visit by Welsh Government, Caerphilly was identified as one of the best performing authorities in Wales across the whole programme and the best performing under the Prosperous Theme.
- As of the end of Quarter 3 (figures for Quarter 4 are still being compiled) 7,215 participated in the Communities First programme in the previous year, with a further 446 participating in the LIFT. Numbers are not yet available for participants in Pupil Deprivation Grant activities.
- Us Girls is a programme that targets females aged 13-19 living in areas of deprivation who do not participate in sport or physical activity, giving them greater self esteem, confidence and breaking down the barriers to participation in physical activity. During 2015/16 over 250 girls attended community hub or school based sessions the project won the Us Girls Project of the Year title at the Street Games Awards 2016.
- Customer views are required as part of all programmes, and overall, Communities First satisfaction for whole period 1st Apr 2015-31st December 2015 (based on customers rating service as very good or excellent) = 91%.

The Communities First programme has seen a change of approach from WG over recent years which has been supported through a number of specific outcome targets, as such it is intended to carry out a review of this service over the next twelve months to ensure the service delivery model aligns with the overall objectives of the programme.

Destination and Events

- At current prices, tourism's value to the local economy was estimated to be worth around £113m in 2014.
- There has been a consistent increase in the overall destination number of visitors to the County Borough during past 4 years, increasing each year by 3-4% and spend has also increased during that with the STEAM model showing that the value of tourism to the borough was £119million in 2015.
- Visitors to Council-owned premises have either increased or remained comparable to previous years and some of those venues have benefited from considerable levels of investment in recent years (Llancaiach Fawr, Cwmcarn and Blackwood Miners Institute in particular) which is having a positive impact on usage, income and awareness.
- A number of successful events were held during the year, including the Urdd Eisteddfod, Big Cheese, the 10K Run, Armed Forces Day and Velothon Wales. The Ice Rink in Bargoed in December 2015 attracted a record number of visitors.

Other visitor figures are:

- Cwmcarn Forest Drive target 225,000 actual of 216,887.
- Caerphilly Visitor Centre figure was target 180,000 and actual of 251,578.
- Blackwood Miners Institute figure was target 25,000 and actual of 31,545.
- Llancaiach Fawr figure was target 172,707 and actual of 167,191.
- New Tredegar Winding House was target 10,075 and Q3 total 8,642.

In order to sustain these services over the medium to longer term, it is essential that we have in place delivery models that maximises income opportunities and reduces the subsidy provided by the Council, as such this area has been included as part of the suite of projects currently being undertaken as part of the Business Improvement Board work programme.

Urban Renewal

Footfall in our town centres remains a challenge for us. Despite a number of interventions, ranging from the investment made at Bargoed, to much smaller activities in other town centres, footfall is continuing to fall. There has been some activity on the high street as a number of new businesses emerge in each of the major town centres and the “Choose the High Street” campaign has been launched to focus on shoppers on town centres.

Town	Footfall (2014-15)	Footfall (2015-16)	Nr weeks footfall not measured (breakdowns)	Net new businesses (2014-15)	Net new businesses (2015-16)
Bargoed	875,000	779,000	10	1	3
Blackwood	1,699,000	1,021,000	19	6	1
Caerphilly	1,790,000	1,438,000	2	2	5
Risca	561,000	456,000	6	1	2
Newbridge	231,000	359,000	17	-	-

- The opening of the Poundworld store at Lowry Plaza in Bargoed was a positive step forward in securing valuable outlets in the new retail development plateau.
- The implementation of further phases of public realm improvements in Bargoed and Newbridge town centres represents a significant investment in both places with over £20m secured and expended in total.
- The large regeneration schemes in Bargoed and Newbridge including EU funded Business Improvement grants £180K of European money for the grants in Bargoed and six grants were awarded. In Newbridge, £240K of EU money was paid out and ten grants were awarded. The grants have introduced major positive changes to the town centres which impacts on footfall levels and vacancy rates. BIG Grants to property owners enabled them to work with the Council to improve their commercial properties.

The future role of our town centres needs to be defined and again this should link with an overall regional strategic approach which has yet to be developed. At a local level, it is intended to develop a masterplan for the Caerphilly basin, which will include a future vision for the town centre. The City Region priorities for an integrated transport system, known as the Metro, provides an opportunity for our towns to explore alternative uses for the town centre, such as digital hubs, arts and creative industries incubators for example.

4.6.2 Key objectives for 2016/2017 are:

Review the service offer in the wider context of regional and legislative changes, with specific emphasis on:

- Business support.
- Communities First.
- Regeneration.
- Tourism.
- Maximise external grant and income streams across the service area, including the development and implementation of a regeneration plan for Lansbury Park and undertake a review of the effectiveness of business support grants to ensure maximum Return on Investment is achieved.
- The completion of the review of the LDP.

Key Risks for 2016/2017 are:

- the pace of a strategic regional approach upon which to link our local priorities.
- loss of funding, particularly where projects are dependent on grants from other bodies.
- loss of staff resources, and associated expertise.
- the capacity and capability of community groups to allow delivery of certain objectives.
- Uncertainty regarding the future of the Communities First programme.

5. EQUALITIES IMPLICATIONS

5.1 An Equalities Impact Assessment is not required as the report is for information.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications to this report although there may be some in respect of identified risks as part of performance.

7. PERSONNEL IMPLICATIONS

7.1 There are no personnel implications to this report.

8. CONSULTATIONS

8.1 There are no consultations that have not been included in this report.

9. RECOMMENDATIONS

9.1 The Committee is asked to consider the content of the report and where appropriate question and challenge the performance presented.

10. REASONS FOR THE RECOMMENDATIONS

10.1 Performance Management Scrutiny affords members the opportunity to challenge, inform and shape the future performance of the services that are presenting their priorities for 2016/17.

11 STATUTORY POWER

11.1 Local Government Measure 2009.

Author: Christina Harray, Corporate Director, Communities
Ros Roberts, Performance Manager, Corporate Performance Management
Terry Shaw, Head of Engineering Services
Mark S. Williams, Head of Community and Leisure Services
Dave Whetter, Bargoed Regeneration Programme Manager
Tim Stephens, Development Control Manager

Consultees: Cllr D Hardacre - Cabinet Member for Performance & Asset Management
C Burns - Interim Chief Executive
N Scammell - Acting Director of Corporate Services & S151 Officer
R Roberts - Performance Manager, Corporate Services

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 17TH MAY 2016

SUBJECT: IMPROVEMENT OBJECTIVE: CARBON MANAGEMENT - REDUCE OUR CARBON FOOTPRINT (ANNUAL REPORT – YEAR END) – 2015/16

REPORT BY: CORPORATE DIRECTOR COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 The Local Government Measure 2009 requires all local authorities in Wales to set and publish a set of Improvement Objectives. The Wales Audit Office (WAO) will use these Improvement Objectives to evaluate the council's likelihood of improvement and following that, the level of actual improvement that is achieved for the citizens of Caerphilly.
- 1.2 At the beginning of 2015/16, it was recommended that the Improvement Objective: **Carbon Management: Reducing our carbon footprint** due to energy usage in our non-domestic buildings and street lighting, would be reported to this committee for regular performance monitoring.
- 1.3 This report highlights key progress for the period April 2015 to March 2016.

2. SUMMARY

- 2.1 In line with the Carbon Reduction Strategy the Improvement Objective focuses on 4 priorities to reduce emissions:
 - Good Housekeeping (10% reduction)
 - Invest to Save (20% reduction)
 - Design and Asset Management (10% reduction)
 - Renewable technology (5% reduction)
- 2.2 The actions outlined in this covering report provide a snapshot of what progress has been made as at the year-end of 2015/16. All actions have been progressed well, with some challenges and constraints (see comments on Appendix 1).
- 2.3 Through the various actions outlined we are clearly seeing a positive improvement in awareness raising activities, as a result of targeting key individuals such as head teachers, caretakers and building managers.
- 2.4 From the progress recorded to date, it is evident that the key actions taken are having a positive impact on our carbon management.
- 2.5 CCBC can demonstrate that energy, carbon and cost savings have been achieved during the lifespan of the Improvement Objective, particularly from the 'Invest to Save Scheme'.

2.6 Implementation, delivery and impact of the objective priorities for 2015/16 are deemed to be successful.

3. LINKS TO STRATEGY

3.1 The local Government Measure 2009 requires each authority to publish priorities for improvement called Improvement Objectives.

3.2 Carbon Reduction Strategy 2009.

3.3 Future Generations Goal - **A prosperous Wales** (*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).*)

4. THE REPORT

4.1 The Improvement Objective has provided opportunities to:

- Drive down carbon emissions and water conservation in our non domestic buildings
- Drive down utility service costs and carbon tax, whilst also protecting against future utility price increases
- Improve working/teaching environments e.g. improve lighting levels or reduce overheating
- Help maintain legislative requirements

4.2 Public awareness of climate change and the link to carbon footprint is high and Caerphilly Borough citizens expect the Authority to take reasonable steps to reduce the energy consumed in its buildings.

4.3 Caerphilly CBC along with all other organisations is under increasing pressure from UK wide legislation aimed at improving energy efficiency. E.g. Provision of Display Energy Certificates, Energy Performance Certificates and compliance with the Carbon Reduction Commitment Scheme (CRCS), which is a carbon tax that costs CCBC circa £440k per annum.

4.4 The authority agreed a 45% Carbon Reduction Strategy in 2009.

Good Housekeeping

4.5 All our actions were delivered and well received by relevant participants with positive feedback on their effectiveness and impacts, with only one exception; we were unable to deliver fully the 're-issue of energy benchmark information to building managers' due to billing issues experienced during the year with British Gas.

4.6 We developed and established a 'standardised CRC presentation/training information pack' for use/delivery to school cluster groups, with comprehensive site specific information such as energy benchmarks and individual carbon tax costs. This was tailored to each school that participated in each cluster. In total, staff in 31 school were trained and all felt they were better placed to make improvements back in their schools. Accessing the cluster groups has been challenging but this action will remain in 16/17. We achieved the target we set.

4.7 Awareness of energy and water conservation has been raised. 38 individual activities have been logged where advice has been given, for example, a case study was developed for presentation at School Budget Forum where it was reported that Ysgol Penalltau had made a 15% reduction on gas consumption with the assistance of the Energy Team. We also re-issued all energy audits to building managers which contained a lot of positive advice. We even assisted Sight Cymru an external organisation that turned to CCBC for advice in relation to Welsh Water. We achieved the target we set.

- 4.8 We are able to demonstrate that improvements have been made in good housekeeping in our non-domestic buildings. We have trained and advised and empowered key staff to make practical improvements to energy consumption in their building.

Progress has been made but there is more to do. This must remain an ongoing activity as it is all too easy for bad habits to return.

- 4.9 There are no red status actions, one amber and 5 green.

Asset Management

- 4.10 It has been reported that the closure of Pontllanfraith House will result in a carbon saving of 409 tonnes per year. Currently both Gas and Electricity supplies are connected but consumption is now minimal.

- 4.11 Caerphilly Old Library, Risca Cash Office, Infoquest Youth Building and Newbridge Public Toilets have been disposed of in 15/16.

- 4.12 There are no red status actions, one amber and 2 green.

Invest-To-Save

- 4.13 Technologies being considered. We have reviewed many projects in 15/16, not all of which have been viable from a payback rate perspective. We have implemented the following:

Location	Technology	Cost	Payback Rate	Lifetime Carbon Saving
YG Cwm Rhymni	Energy efficient computer monitors	£8,749	5 years	57 Tonnes
Heolddu Leisure Centre	Replacement pool cover at	£4,754	5 years	50 Tonnes
Heolddu leisure Centre	New pool pumps	£5,373	2 years	164 Tonnes
St Cenydd Comprehensive	LED lighting	£14,500	5 years	290 Tonnes
Tyr Y Berth Garage Depot	LED lighting	£17,413	6 years	303 Tonnes
Brodawel Home For The Elderly	New Boilers	£12,600	7 years	253 Tonnes
Brodawel Home For The Elderly	Building Energy Management System	£3,020	5 years	49 Tonnes
Risca family Centre	Building Energy Management System	£2,005	7 years	15 Tonnes

- Tendered lighting at Abercarn Primary. Possible implementation in 16/17.
- Identified significant lighting improvement at Newbridge Swimming Pool. Possible Implementation in 16/17.

- 4.14 Street Lighting report that 8,142 lamps have been replaced for more energy efficient formats called Light Emitting Diodes during 15/16. Since the start of the replacement programme 9,198 lamps have been changed. Further improvements have been identified to replace a further 1,250 lamps, in 16/17.

- 4.15 Promoting understanding on water conservation has proven challenging due to workload prioritisation and due to the limited information available from Welsh Water. Welsh Water has pledged to provide detailed site information which will allow benchmarking data to be established and distributed in future years. This is a significant step forward by Welsh Water.
- 4.16 As well as investing in Building Energy Management Systems (BEMS) we have also provided training on them. The technology allows building managers to refine their heating times and temperatures, which prevents overheating. The technology has embedded fail safe features. The BEMS system installed for Risca Family centre also brought improvements in safety as previously the control for staff was turning the boiler on and off in the plant room.
- 4.17 There are many opportunities for further lighting improvements. We are reviewing internal lighting and controls for TY Penallta and considering trials. This would potentially provide significant cost and carbon savings. Energy efficient lighting will remain a key focus in 16/17.
- 4.18 There are no red status actions, 2 amber and 3 green.

Renewable Technology

- 4.19 Internal Promotion. We outlined to the Carbon Group in Quarter 1 that the seven medium sized PV arrays that we claim Feed In Tariff payments on all over performed in the previous year against anticipated generation levels. The best performing building was Trinity Fields which generated 28% more power than was anticipated. This increased revenue and importantly carbon savings.
- 4.20 We surveyed 9 Homes For The Elderly buildings to review their potential for PV installations. Based on the payback rates Brodawel and Myn Y Mynydd were successfully installed in December 15 and Ty Clyd, TY Iscoed and Beatrice Webb were installed in Q4. The largest arrays were up to 50kWp in size. The total value of the schemes funded was circa £260k.
- 4.21 In 15/16 we were asked by Corporate Finance to review additional properties which included Newbridge leisure centre, Tredomen House and Tir Y Berth Depot amongst others. Funding may be made available through the Invest To Save scheme in 16/17.
- 4.22 Consideration is being given to future building developments. It has been established that Islwyn West Comprehensive School will require a PV scheme covering approximately 450m² which would result in approximately 264 PV panels being installed saving approximately 26 tonnes of carbon per year.
- 4.23 There are no red status actions, with 2 green.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no equalities implications to this report that have not been considered or would adversely affect any individual or group who fall under one of the protected characteristics or wider issues as shown in the Council's Strategic Equality Plan.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications other than to note that for each unit of energy conserved, gas or electricity, there are direct financial savings recorded on the utility bills and annually on the carbon tax bill.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no personnel implications from this report.

8. CONSULTATIONS

8.1 Comments received have been incorporated into this report.

9. RECOMMENDATIONS

9.1 The Scrutiny Committee consider the content of the report and note the progress made in meeting the actions set out in the action plan.

9.2 The Committee discuss and reach agreement on the officer judgement of 'successful' delivery of this objective.

9.3 Endorse the continuation of the objective into 16/17.

10. REASONS FOR THE RECOMMENDATIONS

10.1 That the Council undertakes effective scrutiny for setting and monitoring of performance improvement.

10.2 To inform members of progress made in meeting the improvement objective and the impact on our organisation and staff.

11. STATUTORY POWER

11.1 Local Government Measure 2009.

Author: Paul Rossiter - Energy & Water Officer
Email: rossip@caerphilly.gov.uk
Tel: 01495 235535

Consultees:	Mark Williams	Building Consultancy Manager
	Cllr David Hardacre	Cabinet member for Performance & Asset Management
	Chris Burns	Interim Chief Executive
	Colin Jones	Head of Performance, Property and Policy
	Nicole Scammell	Acting Director of Corporate Services & S151
	Dave Thomas	Senior Policy Officer, Policy
	Ros Roberts	Performance Manager
	Ian Raymond	Performance Management

Appendices:

Appendix 1 Carbon Management: Reduce our carbon footprint

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Improvement Objectives

APPENDIX 1

IO4 - Carbon Management: Reduce our carbon footprint

Outcomes

Our objective is to take steps to reduce the Council's carbon footprint and inform and assist others within the Borough to do the same.

The overall objective is to reduce the Council's carbon footprint of 26,035 tonnes by 45% by 2019.

Why have we chosen this?

Our climate is undergoing dramatic changes as the direct result of greenhouse gas (GHG) emissions from human activity. Carbon dioxide (CO₂) is the most significant and prevalent GHG is emitted mostly from the burning of fossil fuels like coal, oil and natural gas.

The UK Government has committed to take action and has introduced the Climate Change Act with a target to cut carbon emissions by at least 80% by 2050, with a minimum reduction of 26% by 2020 across the UK.

CCBC is a large organisation and as such has a large carbon footprint. We have an obligation to take steps to minimise our carbon footprint and the associated negative impact on the environment.



A greener place to live, work and visit
Man gwyrddach i fyw, gweithio ac ymweld



Improvement Objectives

IO4 - Carbon Management: Reduce our carbon footprint

For the year 2015/16 the overall level of progress in this objective is deemed to be **successful**.




Throughout the following report pages, there is a mixed view of achievement levels against all the actions and evidence measures (i.e. Red/Amber/Green - results).

There has been changes in workload priorities due a significant electricity supplier billing issue which has affected many British Gas customers nationwide. With the challenges faced, we believe we have managed to make good and steady progress accross all the elements of the objective, which has led to:




- Greatly improved energy management awarenes, knowledge, understanding and control within our organisation.
- Quantified reductions in energy consumption, carbon and costs through Invest-to-Save schemes and better property/house management.
- Reduced our carbon emissions through improved technologies, better control on sonsumption, improving energy awareness and better building management through good housekeeping.
- Safeguarded against significant future energy cost uplifts where energy conservation activities took place.
- Improved the quality of our environments e.g. classrooms and longevity of appliances.
- Improved collaboration between services accross the organisation.
- Secured and implemented significant investment in solar PV arrays for Homes For The Elderly.
- Improved local site meter reading, monitoring and reporting (a good house keeping technique).

IO4 - Carbon Management: Reduce our carbon footprint

Actions - Good Housekeeping




Title	Comment	RAG	Overall Status	% Complete
Carbon Reduction Commitment (CRC) Training	<p>At the beginning of the year, we developed and established a 'standardised CRC presentation/training information pack' for use/delivery to school cluster groups, with comprehensive and site specific information, that is tailored to each cluster as relevant. Site specific information includes Display Energy Certificates, site energy audits, benchmarking and CRC costs. Site specific detail is often discussed with the head teachers during the presentations.</p> <p>Presentations were delivered to cluster groups held at Heolddu Comprehensive (9th July) YG Cwm Rhymney (18th Sept), Tir Y Berth Primary (22nd Oct) and Rhymney Comprehensive (15th Jan). In total 31 schools had staff that were trained.</p> <p>Progressing this action to its full potential has been difficult due to gaining access to the Head-teacher cluster groups. Cluster group schedules are pre-determined by their Chair(s) and finding suitable slots is quite difficult. Schools often meet on the same day which compounds the problem.</p> <p>Feedback from attendees has been very positive and gratefully received by the Head Teachers. They have left the training feeling enthused and able to make energy improvements in their school.</p> <p>This action will be on-going beyond the lifetime of this objective.</p>		Complete	100
General awareness raising through various media formats	<p>We have recorded 38 activities, which include;</p> <ul style="list-style-type: none"> - Intranet awareness on water cost reductions for staff/residents, identifying Invest to save case studies. - specific advice via emails to schools. <p>For example, a case study was developed into a presentation pack for the School Budget Forum, explaining how Ysgol Penalltau had made a 15% reduction in gas consumption.</p> <p>We even managed to assist Sight Cymru (Pontypool) with a query they had regarding a domestic customer and Welsh Water.</p> <p>This action will be on-going beyond the lifetime of this objective.</p>		Complete	100
Re-issue benchmark information to building managers	<p>In 2015/16 there has been a major billing issue with British Gas. This has prevented the issuing of benchmark information to building and budget managers. That said in all of the CRC training events we have issued site specific benchmark information i.e. covering 31 schools.</p> <p>Some preparatory work and benchmarking exercises have been piloted/actioned for financial management and control purpose, but cannot be completed for many of our sites.</p>		Partially Met	30

IO4 - Carbon Management: Reduce our carbon footprint**Actions - Good Housekeeping**

Title	Comment	RAG	Overall Status	% Complete
Re-issue energy audits	All existing energy audits were re-issued as a one off exercise in Q1 of 15/16. This was particularly useful for new building managers and any new Head-teachers. Throughout the year, the Energy Team received a number of calls as a result of this exercise, asking for specific advice on elements of the audits, which were dealt with on a day to day basis. With Glyngae Primary and Bedwas Comp receiving further site visits and updated reports. The key benefit of this exercise, is to re-motivate staff to consider improving energy efficiencies in our properties.		Complete	100
Training key staff eg caretakers on building energy management systems	We have provided additional Building Energy Management System (BEMS) training to staff at Penllwyn, Greenhill, Bargoed Primary and YG Cwm Rhymni Y Gwyndi schools, and Blackwood Miners Institute and Islwyn Indoor Bowls. The key benefits to system users/operators, has been to improve site management, creating better comfort levels, cost and energy consumption control and system understanding and efficiencies (Raising awareness & good housekeeping - correct use of systems). Training is delivered by request and currently, further sites are being investigated to possibly use BEMS's and therefore, work against this action is likely to go beyond the lifespan of this objective. There is no person currently waiting for this training.		Complete	100
Workshops, events and training with staff and pupils in schools	At the beginning of the year, we developed and implemented a standardised and prescribed information and training presentation pack titled ' Energy Savings In Schools' and then delivered throughout the year 11 events to primary schools: Fleur De Lys, Waunfawr, Pengam, Tyn Y Wern, Cwrt Rawling, Ty Sign, Twyn, Tiryberth, Rhydri, Pontlloctyn and Maesycwmmmer.		Complete	100

IO4 - Carbon Management: Reduce our carbon footprint



Actions - Asset Management

Title	Comment	RAG	Overall Status	% Complete
Pontllanfraith offices are being considered for disposal, which has the potential for savings 409 tonnes of carbon per year	Both Electricity and gas services remain connected at Pontllanfraith house. Gas to preserve frost protection via heating and electricity to maintain alarm function. Both to maintain the integrity of the building. The gas meter will be removed post April 2016. The building gas and electricity consumption has been reduced to the bear minimum resulting in significant carbon reductions. Actual carbon savings can be monitored and reported properly in 16/17 to give a clearer perspective.		Partially Completed	90
There are likely to be numerous properties considered for sale or disposal including the old cash office Risca and the old Caerphilly library which may bring some carbon savings	Newbridge Public Toilets have been disposed off, Caerphilly Old Library has been leased out. The Cash Office in Risca has been sold along with Infoquest Youth Building, Pontllanfraith. These sites will generate a carbon saving, however the new Caerphilly Library may have resulted in an increase in carbon emissions. Pontllanfraith House (Civic Centre) is also in the process of being decommissioned for disposal.		Partially Completed	100
Training staff to make better use of our buildings eg advising schools to locate after school activities to smaller buildings rather than use the main teaching blocks which need more heating and lighting, however carbon savings would be unquantifiable	Training for this is only provided as part of the wider CRC training and other general school/staff education and support. Please refer to other comments listed in the section GOOD HOUSEKEEPING actions: Carbon Reduction Commitment Training (CRC) and Training Key Staff e.g. caretakers on building energy management systems.		In Progress	50

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IO4 - Carbon Management: Reduce our carbon footprint

Actions - Invest to Save


Title	Comment	RAG	Overall Status	% Complete
Other technologies being considered include, insulation, voltage correction and controls	<p>Technologies that have been considered and implemented are:</p> <ul style="list-style-type: none"> •Energy efficient computer monitors at YG Cym Rhymni. Invested £8,749. Payback rate of 5 years and Lifetime Carbon Savings of 57 Tonnes •Replacement pool cover at Heolddu Leisure Centre. Invested £4,754. Payback 5 years. Lifetime Carbon Savings of 50 Tonnes •New pool pumps at heolddue leisure Centre. Invested £5,373. Payback 2 years. Lifetime Carbon Savings of 164 Tonnes •Light Emitting Diode (LED) lighting at St Cenydd Comprehensive. Invested £14,500. Payback 5 years. Lifetime Carbon Savings of 290 Tonnes •Light Emitting Diode (LED) lighting at Tyr Y Berth Garage Depot. Invested £17,413. Payback 6 years. Lifetime Carbon Savings of 303 Tonnes •New Boilers at Brodawel Home For The Elderly. Invested £12,600. Payback 7 years. Lifetime Carbon Savings of 253 Tonnes •New Building Energy Management System at Brodawel Home For The Elderly. Invested £3,020. Payback 5 years. Lifetime Carbon Savings of 49 Tonnes •New Building Energy Management System at Risca family Centre. Invested £2,005 <p>•Tendered lighting at Abercarn Primary. Possible implementation in 16/17</p> <p>•Identified significant lighting improvement at Newbridge Swimming Pool. Possible Implementation in 16/17.</p> <p>We have identified that the voltage correction unit from Pontllanfraith House can be relocated to Tir Y Berth Depot, and we are currently evaluating the implications of the relocation.</p> <p>We have for the first time funded the replacement of old inefficient computer monitors with energy efficient monitors at Lewis Boys Comprehensive.</p>		Complete	100
There is opportunity to replace existing street lighting lamps (90 watts) with high efficiency LED's (19 watts) units	<p>Originally, we had two budgets this year of approx. 8500 retro fit gear tray LEDS and another of about 750 LED lamps .</p> <p>We actually replaced 8,142 lamps during this reporting year, and a total of 9,198 since the start of the replacement programme.</p> <p>In addition to the specific street light conversions, there were also some other isolated pockets of improvement such as those associated with Crumlin junction improvements and Newbridge town centre enhancement.</p>		Complete	100

IO4 - Carbon Management: Reduce our carbon footprint

Actions - Invest to Save

Title	Comment	RAG	Overall Status	% Complete
Page 53	<p>To promote understanding and benefits of water conservation through consumption management and control across schools, leisure, and other non- domestic buildings.</p> <p>Resource constraints within the Energy Team during the year and changing priorities of workloads has hindered the level of progress intended with this particular action during the year. The following message was posted on the intranet; "If your a customer of welsh water and your total household income is £12,500 or less a year, you may be entitled to up to 55% or an average of £250 off your water and sewerage bill. This is an average amount and we will be able to confirm the reduction from your bill if you are eligible and after you apply. For Further information www.dwrcymru.co.uk/en/my-account/helpu.aspx.</p> <p>Also, in each of the 13 Energy Audits Reports completed this year (12 issued & discussed with site officers) there was specific guidance on efficient water conservation technologies e.g. push taps and urinal controls. The audits also made reference to the importance of maintenance to ensure these control devices are operating as intended.</p> <p>We have also been working closely with Welsh Water to identify an accurate and up to date site data list to validate all our site supplies and ensure appropriate billing. We have secured a commitment from Welsh Water to provide site information covering; account reference, meter size, annual consumption, water/sewerage cost split, meter location, supply address and billing address. This is a significant step forward in the provision of information from Welsh Water which shouldn't be under estimated. This will facilitate improvements in this on going objective for 16/17.</p> <p>There were also several site visits which identified water leaks. Appropriate advice was issued to take immediate action with the supplier, particularly seeking rebates on waste water charges (where possible) and how to remediate the problems.</p>		In Progress	75
	<p>Various building energy management systems</p> <p>We are still reviewing the Building Energy Management System (BEMS) for Tir Y Berth depot and Fochriw Primary school and St Gwladys Primary school.</p> <p>We have implemented a Building Energy Management System at Risca Family Centre, which previously had absolutely no heating controls and presented health and safety concerns.</p> <p>We have also installed BEMS at Brodawel Home For The Elderly which will provide far better control.</p>			

IO4 - Carbon Management: Reduce our carbon footprint**Actions - Invest to Save**

Title	Comment	RAG	Overall Status	% Complete
..				0
Various lighting upgrades	<p>We have identified 953 lights in TY Penallta that can be changed to a more energy efficient format called Light Emitting Diode (LED).</p> <p>To date, we have sourced and trialed some LED lamps which were deemed unsuitable and are in the process of sourcing alternatives.</p> <p>LED replacement fittings would provide a significant reduction in carbon and electricity costs. Funding would be provided via the invest to save scheme.</p> <p>We have also requested costs for replacing TY Penallta Office Lighting (one wing of one floor) to the LED format and linking this into a Dali control system which would permit control of the lights from a PC and would enable dimming and other programmable functions.</p> <p>New LED lights are being installed at Tir Y Berth Garage Depot in the roof and inspection pits.</p> <p>We have tendered and identified a viable project for complete relighting at Abercarn Primary. We have identified that the swimming pool lighting at Newbridge Leisure Centre swimming pool can be changed for LED's and this is likely to happen in 16/17.</p> <p>We have assisted in the installation of LED lights in some rooms at St Cenydd Comprehensive.</p>		Partially Completed	70

IO4 - Carbon Management: Reduce our carbon footprint

Actions - Renewable Technology

Title	Comment	RAG	Overall Status	% Complete
Further promote internally the benefits and understanding of the renewable technology at the Carbon Group and possibly other forums such as School Budget forum	<p>Sites reported to the carbon group were:</p> <ul style="list-style-type: none"> *Rhymney Comprehensive (10.6% over performance) *Greenhill Primary (11.3% over performance) *Trinity Fields (28.1% over performance) *Ysgol Ifor Bach (13.5% over performance) *St James ICC (17.4% over performance) *TY Penallta (11.5% over performance) *Cwm Ifor Primary (2.2% over performance) <p>As can be see from above all FIT schemes over performed in terms of anticipate kWh generation recorded in the previous year.</p> <p>In 15/16 we reviewed all Homes for The Elderly and established that 5 sites were suitable for PV installation. Brodawel and Myn Y Mynydd were successfully installed in December 15 and Ty Clyd, TY Iscoed and Beatrice Webb were installed in Q4. Total value of the scheme was circa £260k and funding was provided based on payback rates.</p> <p>We were also asked by Corporate Finance to review other sites for 16/17.</p> <p>The PV array installed on Islwyn Indoor Bowls club generated 28,351 kWh in 15/16. The club consumed 28,203 kW of the generation figure. This prevented the club purchasing that power from SWALEC, thus improving the efficiency of the club which has strong community use.</p>	➔	Complete	100
The forthcoming Islwyn West Comprehensive School in Oakdale is likey to require a PV system in the region of 72kwp, which would provide carbon savings in the region of 34 tonnes peryear. This will require preparation consideration in 2015/	It has been established as part of the design process that Islwyn West Comprehensive school will require a PV array. It will cover approximately 450m2 in roof space and is estimated to require 264 PV panels. When the make and model of the PV panels has been established annual kW generation figures will be calculated. No further progress could have been made during this reporting year.	➔	In Progress	100

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How much did we do?

Title	Actual	Target	Intervention	RAG	Result 12 Months Ago	Comment
The number of workshops and events held with schools as part of the Eco Schools programme	77	71	50	+	91	62 Individual school visits made to support schools working through the Eco Schools programme 7 Eco School pre green flag assessments 7 Eco School training sessions 1 Fairtrade School training session (supporting Global Citizenship topic area of Eco Schools)
The number of Street Light converted to Light Emitting Diode (LED) format	8142	9110	5000	-	N/a	8,142 were completed during 2015/16. However, from the start of this specific activity a total of 9,198 has been completed at the end of March 2016, with funding secured for a further 1,250 (residential area's) in 2016/17.
The number of Salix projects delivered within the year	8				12	No formal target was set for 2015/16 as identified projects must be tendered and evaluated for payback. Projects are: new computer monitors for YG Cwm Rhymini, Heolddu LC pool cover and pool pumps. New lighting for St Cenydd Comp. Tiryberth Pri lighting. Broadawel: Boiler & BEM's. Risca Family Centre: BEM's. Bids currently in progress for 16/17 are; Abercarn Pri: Whole school lights and Newbridge: Pool LED lights. Up to 2016, there has now been 228 projects delivered in a 11 year period.
The number of renewable energy technologies (claiming Feed in Tariffs or Renewable Heat Incentive) that are installed, and the merits and benefits of existing renewable schemes.	7	7	5	+	7	At the start of Q1 we provided a full report to the Carbon Group on the performance of the 7 schemes for 2014/15. We reported that all of the schemes were generating power and therefore carbon savings far in excess of the anticipated output. Trinity Fields school had generated 28% higher output than projected. Carbon group was satisfied with the PV's performance with no follow up actions required.
The number of energy awareness sessions delivered to schools	11	15	10	-	11	Unfortunately, no sessions could be delivered in the last quarter of the year, due to the unexpected departure of a member of staff, whose post was not re-filled until April 2016.
The number of CRC training events delivered	2	4	1	-	2	The target for 15/16 was for 4 Cluster Groups. 2 Sessions were delivered (Oct 2015 and Jan 2016) inclusive of 13 individual schools between the Lewis and Rhydney Cluster Groups. Arrangement for further sessions was difficult due to accessibility to Head-teachers through their Cluster Chair's (Agenda's).
No of Energy Audit Reports discussed and handed over to site Managers	12	25	12	+	14	13 Energy Audit Reports were completed within the year. However, only 12 were handed over and discussed with site Managers. For this area of work, limited resources within the Energy Team since 2013 have been prioritised to cover DEC's plus other work areas such as LAEF.

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How well did we do it?

Title	Actual	Target	Intervention	RAG	Result 12 Months Ago	Comment
Display Energy Certificate (DEC) - The number of 'Advisory and Recommendation Reports' generated and delivered to building managers (7 yr cycle)	14					No formal target set for this measure, as the property portfolio is dynamic and the number of properties requiring Advisory and Recommendations Reports changes each year (expected on 7 year cycles). Any reports produced are beneficial to raising further awareness, knowledge, understanding, potential improvement/investment opportunities and energy/carbon savings.
Display Energy Certificate (DEC) - The number of 'Property Certificates' generated and issued within the year	88	90	80	-	89	The number of DEC's required in any given year changes year on year and no previous targets were set for this measure. However, the target of 90 for this year was ambitious, given certain staff resource constraints experienced during the year.
Total lifetime energy savings (kWh) resulting from the street lighting conversions	2208476	2500000	1800000	-	N/a	The 2015/16 result is based on the 8,142 lamp conversions completed during 2015/16. However, from the start of this specific activity a total of 9,198 conversions has been completed at the end of March 2016, which would give the authority a total lifetime saving of 2,494,912 kWh.
% of schools with the highest (green flag) award under the Eco Schools programme as at 31st March	81	73	70	↑	71	At the end of March 2016, 73 schools, equating to 81% of schools have Green Flags.
The number of our schools which achieve a Platinum award under Eco Schools	22	21	19	-	15	At the end of 2015/16: The following total (73) awards have been achieved: Green Flag status - 18 1st flags, 13 2nd flags, 20 3rd flags and 22 Platinum awards - 4th flags.

IO4 - Carbon Management: Reduce our carbon footprint**Is anyone better off?**

Title	Actual	Target	Intervention	RAG	Result 12 Months Ago	Comment
Annual carbon emission savings (Tonnes of CO2) from Council buildings - Resulting from LAEF schemes that have been implemented	85.29				118	Yearly measure - No target formally set for 15/16 as identified projects must be tendered and evaluated for payback rates. This measure forms part of the assessment (contribution) towards the CCBC Carbon Reduction Strategy (2009) and is calculated from the Local Authority Energy Fund (LAEF) schemes that were implemented (within the year). Through all our schemes/projects delivered at the end of 15/16, a total of 2,569.29t annual carbon savings has been realised. The PI result here, shows potential 'annual savings' (reductions in emissions) of the technologies invested in, within this year.
The lifetime carbon saved on converting to high efficiency street lighting (tonnes/year)	1091.00	1235.00	700.00	-	N/a	The 2015/16 result is based on the 8,142 lamp conversions completed during 2015/16. However, from the start of this specific activity a total of 9,198 conversions has been completed at the end of March 2016, which would give the authority a total lifetime saving of 1,233 Tonnes CO2.