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Date: 28th June 2017

Dear Sir/Madam,

A meeting of the **Regeneration and Environment Scrutiny Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 4th July, 2017** at **5.30 pm** to consider the matters contained in the following agenda.

Yours faithfully,

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

Chris Burns
INTERIM CHIEF EXECUTIVE

AGENDA

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest.	
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers	
To approve and sign the following minutes: -	
3 Regeneration and Environment Scrutiny Committee held on 28th March 2017.	1 - 6

A greener place Man gwyrddach

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



- 4 Consideration of any matter referred to this Committee in accordance with the call-in procedure.
- 5 To receive a verbal report by the Cabinet Member(s).
- 6 Regeneration and Environment Scrutiny Committee Forward Work Programme. 7 - 16
- 7 To receive and consider the following Cabinet reports*: -
1. Occupational Road Risk Policy - 29th March 2017;
 2. Community Centres - Extension to Flexible Retirement due to Exceptional Circumstances (EXEMPT) - 29th March 2017;
 3. A468/A469 Pwllpant Roundabout Highway Improvement Scheme – 7th June 2017;
 4. Unit 21 Lawn Industrial Estate, Rhymney – Lease Renewal to the Furniture Revival, GC Enterprises (Wales) LTD – 7th June 2017.

** If a member of the Scrutiny Committee wishes for any of the above Cabinet reports to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 a.m. on Monday, 3rd July 2017.*

To receive and consider the following Scrutiny reports:-

- 8 Year End Performance Report for Engineering, Community and Leisure, and Regeneration and Planning. 17 - 38
- 9 Wellbeing Objective: Carbon Management - Reduce our Carbon Footprint - Annual Report - Year End 2016/17. 39 - 58
- 10 Update on the Task and Finish Group Review of the Operation and Management of Highway Owned Council Car Parks. 59 - 88

Circulation:

Councillors J. Bevan, D.T. Davies (Chair), C. Elsbury, Mrs C. Forehead (Vice Chair), R.W. Gough, A.G. Higgs, A. Hussey, S. Kent, Ms P. Leonard, J. Ridgewell, J. Scriven, G. Simmonds, A. Whitcombe, T.J. Williams, W. Williams and B. Zaplatynski

And Appropriate Officers

Agenda Item 3



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON
TUESDAY, 28TH MARCH 2017 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies - Chair

Councillors:

M.A. Adams, J. Bevan, C.J. Cuss, N. Dix, R.W. Gough, L. Harding, Mrs A. Leonard, Mrs P. Leonard, P.A. Marsden, M.J. Prew

Cabinet Members:

N. George (Community and Leisure Services), T.J. Williams (Highways, Transportation and Engineering), K. James (Regeneration, Planning and Sustainable Development)

Together with:

C. HARRY (Corporate Director - Communities), M. Lloyd (WHQS and Infrastructure Strategy Manager), G. Richards (Highways Maintenance Manager), T. Stephens (Development Control Manager), E. Sullivan (Scrutiny Officer), A. Wyburn (Corporate Solicitor) and R. Barrett (Committee Services Officer)

1. CHAIR'S ANNOUNCEMENT

In noting that this would be the last meeting of the Regeneration and Environment Scrutiny Committee before the local elections, the Chair thanked Members and Officers for their support and contributions to the meetings over the past five years. Members in turn thanked the Chair for the professional manner in which he had conducted the meetings. Tributes were also paid to the long standing Members who were retiring and to the manner in which they have undertaken their duties, and they were wished well in their retirement from local government.

2. COUNCILLOR ELIZABETH ALDWORTH

The Scrutiny Committee were advised that Councillor Aldworth's husband was currently recovering from an operation. Members extended their best wishes to Councillor Aldworth and wished Mr Aldworth a speedy recovery.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs E.M. Aldworth, C. Elsbury, S. Kent, Mrs D. Price and Mrs E. Stenner.

4. DECLARATIONS OF INTEREST

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

5. MINUTES - 14TH FEBRUARY 2017

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 14th February 2017 (minute nos. 1 - 12) be approved as a correct record and signed by the Chair.

6. CALL-IN PROCEDURE

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

7. REPORT OF THE CABINET MEMBERS

The Scrutiny Committee noted the contents of the reports received from Councillors N. George, T.J. Williams and Councillor K. James, which had been circulated to Members in advance of the meeting. Questions and comments were invited on the report contents.

The report from Councillor N. George (Cabinet Member for Community and Leisure Services) highlighted the Authority's positive recycling performance (65% to September 2016 and 67% between July-September 2016) which is encouraging in view of the future Welsh Government target of 64% in 2019/2020. However the Authority will need to make a number of decisions later this year in relation to future waste management services. Members expressed a need to identify and address areas of the county borough where recycling uptake is low and discussed whether socio-economic factors can affect recycling participation. Officers explained that the Council currently use national data to examine recycling trends but that a more targeted approach is being developed to establish why some households choose not to recycle their waste, and which will give the Council the opportunity to engage with these residents accordingly to promote and encourage recycling.

Members were also advised of the relocation of the Community Centre Service to the Community and Leisure Services Division, and of the workable succession plan and future staff structure that will be implemented over the coming months in this area. A Member queried whether this arrangement could impact on the future of community centres within the county borough. It was explained that a number of areas across the Communities Directorate are currently being reviewed to determine how efficiency savings can be made over the next few years, with community centres being one area that will require consideration.

The report from Councillor T.J. Williams (Cabinet Member for Highways, Transportation and Engineering) updated Members on the public consultation process for the Council's draft Active Travel Integrated Network Map, which sets out the Authority's aspirations for improving active travel routes across the county borough over the next 15 years. Members were also provided with an update on the enhancement works in Lansbury Park, together with plans to commence the Council's annual carriageway surface dressing and resurfacing programmes in April/May. Additionally, Members were advised that the Council's £2m bid for Local Transport Funding has been successful, which will support road safety education initiatives, road safety projects and improvements to Pwllypant roundabout.

In response to discussion regarding highway conditions, Members were advised of the regular inspection patrols in place to ensure that road standards are maintained. It was noted that nationally the Council is placed in the top quartile for pothole identification and reactive maintenance. Members were also updated on the Council's new velocity patcher machine, which is used to repair potholes and will be of benefit to the highway repair process.

The report from Councillor K. James (Cabinet Member for Regeneration, Planning and Sustainable Development) provided an update in respect of Business Support and Funding, including new business developments at Penyfan Industrial Estate (BBI Group) and Oakdale Business Park (IG Doors). The report also updated Members on Community Regeneration, grant funding opportunities across Urban Renewal, Town Centre Management and Countryside and Landscape Services, and high visitor numbers across tourism venues and events. In response to a Member's query, the Cabinet Member provided details of the consolidation of the BBI Group at the Penyfan site and the Scrutiny Committee noted the potential for expansion and job opportunities in the future.

The Cabinet Member referred to the phasing out of the Communities First programme and highlighted the short timescales given for the Council to submit their Outline Transition Plan and Detailed Transition Plan to Welsh Government (31st March 2017 and 31st May 2017 respectively). A letter will be sent to Carl Sargeant AM to comment on the short timescales for these Plans and to highlight the need for thorough consultation on its contents (including approval by Cabinet) prior to submission to WG. Members referred to the outcome of the Partnership Cluster meetings recently held to discuss the changes to the programme and requested that this letter be circulated to all Councillors.

The Cabinet Members were thanked for their reports and for responding to the queries raised.

8. REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

Emma Sullivan (Scrutiny Officer) presented the report, which outlined details of the Regeneration and Environment Scrutiny Committee Forward Work Programme (FWP).

Members were advised that the FWP includes all reports identified at the Scrutiny Committee meeting held on 14th February 2017 and outlines the reports planned for the period March 2017 to September 2017. Members were asked to consider the FWP alongside the Cabinet Work Programme as appended to the report and to suggest any changes prior to it being finalised and published on the Council's website.

It was agreed that the Scrutiny Committee meeting of 23rd May 2017 and the items listed on the FWP for that meeting (Car Parking Review, Road Speed Review and Vibrant Viable Places Proposals) be rescheduled to 8th June 2017, and that the witness names listed against Road Speed Review be updated.

It was agreed that subject to the foregoing amendments, the final version of the Forward Work Programme be published on the Council's website. Members noted that scrutiny committee workshops will be held in the coming months to identify future FWP items for consideration.

9. 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.

10. TIPS MAINTENANCE – OPERATIONAL PLAN

Marcus Lloyd (WHQS and Infrastructure Strategy Manager) and Gareth Richards (Highways Maintenance Manager) presented the report, which responded to a Member's request for a report outlining the procedures and processes for routine tips maintenance operations within Caerphilly County Borough Council (CCBC). The views of the Scrutiny Committee were sought on the current Tips Maintenance Operational Plan as appended to the report.

With the aid of a slideshow presentation, Officers provided an overview of the Operational Plan and explained that this Plan specifically relates to coal spoil and spoil tips arising from coal and ore mining activities. Municipal/landfill tips are a separate matter that fall under the remit of Environmental Health and are therefore not included in this Plan.

Members were advised of the primary legislation that lays down the safety and stability requirements for these coal tip sites (including the Mines and Quarries (Tips) Act 1969) and how this Act and associated regulations are applied to both Council-owned and privately owned tips. Of the 229 tips within the county borough, 102 are within the Authority's ownership and 127 are privately owned. Although the Act and regulations do not impose a statutory requirement for routine inspections, these are carried out across Council-owned sites. The Council does not undertake inspections on privately owned tips, although the Act makes provision for local authorities to carry out inspections, require a tip owner to take action or undertake action themselves if there are instances of tip instability and imminent danger.

Officers gave an overview of the tip inspection and maintenance regime adopted by the Authority, which has been recognised by the Coal Authority as an example of best practice. Members were provided with details of the risk rating process applied to inspection frequencies, which ranges from 6 months to 2 years depending on the categorization. 15 of the Council-owned tips are classed as higher priority and inspected on a 6-monthly basis. A list of tip types and location, together with the risk rating and inspection frequency for those Council-owned tips, were appended to the report.

Officers summarised the training that is undertaken by Inspectors and the inspection methodology/process applied to tips. An example of the inspection form was appended to the report. It was explained that water is the most likely cause of tip instability and is taken into consideration (along with other factors) during the risk rating process. Members were also given examples of issues identified during tip inspections, including erosion of concrete channels, scour of embankments, illicit tipping/vandalism and damage by off-road vehicles.

The Scrutiny Committee noted examples of improvements that had been carried out as a result of proactive tip inspections and maintenance, including the development of concrete canvas channels, the re-establishment of existing channels and channel cleansing. Officers also outlined how inspection methods are constantly being improved and updated, including the use of electronic records, revised methodology and risk prioritisation, and new technologies such as specialised handheld GPS devices to record information and the use of drone cameras to generate 3D models of the tip terrain.

In response to a Member's query, it was confirmed that there is one privately owned tip within the county borough which is currently operational. Discussion took place regarding the costs associated with the inspection and maintenance of Council-owned tips and Officers explained that it is possible to access funding in cases where there is a need to carry out emergency remedial works. It is anticipated that new technologies will assist in reducing routine maintenance costs in the future. Officers also responded to general queries regarding several

of the tip sites listed in the report appendices.

Having fully considered and discussed the Tips Maintenance Operational Plan as appended to the report, the Scrutiny Committee noted its contents.

11. CAERPHILLY BIODIVERSITY DUTY PLAN

Tim Stephens (Development Control Manager) presented the report, which informed Members of the new Biodiversity Duty set out in the Environment Act 2016 and outlined how the Council proposes to fulfil this duty via the introduction of a Caerphilly Biodiversity Duty Plan. The views of Members were sought on the contents of the plan and the proposed actions to deliver the duty.

Members were advised that the Council has a legal duty to maintain and enhance biodiversity and in so doing promote the resilience of ecosystems under the Environment (Wales) Act 2016. This plan demonstrates how the duty will be fulfilled and will act as a driver for ensuring that all service areas consider and actively enhance biodiversity when carrying out their day to day activities. The Biodiversity Duty Plan not only delivers the Council's statutory duties with regards to biodiversity but also explains how, through meeting the Biodiversity Duty, the Council are delivering well-being objectives and ways of working through sustainable development. Members noted that the plan can be revised at any time but must be formally reported to Welsh Government by the end of 2019 and thereafter every three years.

It was explained that a draft Biodiversity Duty Plan has been prepared (as appended to the report) with the key features including an audit of the Council's current practices and biodiversity resource, which will form the basis of further discussions with service areas to refine and develop future actions for delivery. The Plan will be revised at the end of 2017 to take forward actions to maintain and enhance biodiversity following the outcome of the audit and discussions and all proposed actions will be reported to Welsh Government in 2019 as required by the Act. The draft Biodiversity Duty Plan will be refined following the finalisation of the Public Service Board Wellbeing Objectives, to ensure alignment and synergy. Once finalised, the Plan will be presented to Welsh Government and monitored thereafter.

During the course of the ensuing debate, Members acknowledged the importance of promoting biodiversity for the benefit of future generations, and expressed a need for wildlife corridors and green areas to be developed and maintained across the county borough. Officers confirmed that biodiversity considerations already form an important part of the planning application process, and explained that this could extend into other service areas as a result of the audit taking place across the Council.

Discussion took place as to the Council's remit in respect of biodiversity considerations within privately-owned Sites of Special Scientific Interest (SSSIs). Officers confirmed that any concerns regarding the management of such land would be raised with the Council's Ecologist so that a proactive approach to the matter can be established. Members also discussed biodiversity education opportunities, and it was explained that although this already takes place through the Council's Go Wild! event and activities across a number of schools, the new requirements will enable this approach to be developed across other service areas.

Following discussion on the report, the Scrutiny Committee unanimously endorsed the contents of the draft Biodiversity Duty Plan as appended to the report and the proposed actions within it to deliver the new Duty.

The meeting closed at 6.37 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 4th July 2017, they were signed by the Chair.

CHAIR



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 4TH JULY 2017

**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. The Forward Work Programmes contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016 by ensuring there is an effective scrutiny function and that council policies are scrutinised against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. THE REPORT

4.1 The Regeneration and Environment Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on 28th March 2017. The work programme outlines the reports planned for the period July 2017 to October 2017.

4.2 The forward work programme is made up of reports identified by officers and members and has been prioritised into three priority areas, priority 1, 2 or 3. Members are asked to consider the work programme alongside the cabinet work programme and suggest any changes before it is 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 Regeneration and Environment Scrutiny Committee Forward Work Programme is attached at Appendix 1. The Cabinet Forward Work Programme is attached at Appendix 2.

5. WELL-BEING OF FUTURE GENERATIONS

5.1 This report contributes to the well-being goals as set out in links to strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in that by ensuring the scrutiny function is effective when reviewing services and policies and ensure it considers the wellbeing goals.

6. EQUALITIES IMPLICATIONS

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

7. FINANCIAL IMPLICATIONS

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

8. PERSONNEL IMPLICATIONS

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

9. CONSULTATIONS

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

10. RECOMMENDATIONS

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

11. REASONS FOR THE RECOMMENDATIONS

11.1 To improve the operation of scrutiny.

12. STATUTORY POWER

12.1 The Local Government Act 2000.

Author: Emma Sullivan, Scrutiny Officer
Consultees: Gail Williams, Interim Head of Legal Services and Monitoring Officer
Christina Harry, Corporate Director – Communities
Catherine Forbes-Thompson, Interim Head of Democratic Services

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

Regeneration & Environment Scrutiny Committee Forward Work Programme July 2017 to October 2017			
Meeting Date: 4th July 2017			
Subject	Purpose	Key Issues	Witnesses
Year End Performance for Engineering, Community and Leisure, Regeneration and Planning	To present the year end performance for Engineering, Community and Leisure, Regeneration and Planning		Mark S. Williams Paul Rossiter Ros Roberts
Improvement Objective: Carbon Management – Reduce our Carbon Footprint (Annual Report – Year End) – 2016-17	To present the progress made against the improvement objective.		Mark S. Williams Paul Rossiter Ros Roberts
Update Report – Caerphilly Car Parks Task and Finish Group	To present an update on the current position of the Car Parks Task and Finish Group.	To provide an update on the progress made to date and present possible ways forward.	Cath Forbes- Thompson

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 19th September 2017			
Subject	Purpose	Key Issues	Witnesses
Active Travel Integrated Network Map	To consult scrutiny on the Active Travel Integrated Network Map prior to its submission to Welsh Government.		Terry Shaw
Speed Limit Review of A & B Class Roads within CCBC	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
Apportionment of Highway Maintenance Budget 17/18	To provide members with details of the proposed apportionment of the highway maintenance budget for 2017/2018.	For members to provide comment on how the highways budget apportionment is proposed to be spent during 2017/18 and consider if the proposed apportionment is the most appropriate way to spend the budget whilst taking on board the required MTFP savings and how these can be achieved through efficiencies and use of new technologies limiting the effect on front line service delivery.	Marcus Lloyd

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 31st October 2017			
Subject	Purpose	Key Issues	Witnesses
Planning Consultation Procedure for Applications that Involve Telecommunication Masts	To consult Scrutiny on the planning consultation procedure for applications that involve telecommunication masts	To consider whether the number of properties consulted and the impact that has on resources is justified, particularly in terms of the level of response.	Tim Stephens

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Date to be Agreed			
Subject	Purpose	Key Issues	Witnesses
Car Parking Charges for Country Parks – Review Since Implementation	To present a review of the car parking charges for county parks since its implementation.		Tim Stephens
Leisure Review Proposals (P4)	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
Vibrant Viable Places Proposal (P3)	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
Management of Trees	To seek the views of the scrutiny committee on the current management arrangements in relation to trees and the formal adoption of a tree strategy		Mark S Williams Mike Headington

Cabinet Forward Work Programme

APPENDIX 2

5TH JULY 2017	Key Issues	Service Area
WAO Good Governance When Determining Significant Service Changes – Caerphilly County Borough Council	To present the results of the Wales Audit Office review of Caerphilly County Borough Council arrangements for “Good governance when determining significant service changes” and any proposals for Improvement.	Wales Audit Office
WAO Report - Savings Planning (Caerphilly County Borough Council)	To present the Wales Audit Office (WAO) report on its financial resilience assessment of Caerphilly CBC.	Wales Audit Office
Provisional Outturn for 2016/17.	The report will provide Cabinet with details of the provisional revenue budget outturn for the 2016/17 financial year prior to the annual audit by the Authority’s External Auditors Grant Thornton.	Corporate Finance
Rhymney 3-18 School: Outcome of the Statutory Notice	To make a final decision on the proposal to establish a Rhymney 3-18 All Through School.	Education

19TH JULY 2017	Key Issues	Service Area
Corporate Risk Register	This report presents an updated version of the Council’s Corporate Risk Register.	Public Protection
Visit Wales ERDF Projects - The Monmouthshire And Brecon Canal Adventure Triangle	<p>The report concentrates on the progress made since January 2016 in respect of the European Regional Development Fund (ERDF) capital infrastructure proposal - The Mon and Brecon Canal Adventure Triangle, that has been developed as a regionally prioritised destination management project.</p> <p>This proposal was first considered and endorsed by Cabinet on the 20th January 2016. However the passage of time and ongoing discussions with Welsh Government (WG), Welsh European Funding Office (WEFO), project partners Torfaen CBC along with Visit Wales has highlighted the need to revise and refocus the scope of the CCBC Council works in the original project proposal and to revisit the Council’s match funding allocation to the project.</p>	Communities

Cabinet Forward Work Programme

APPENDIX 2

Housing Service Charges	To present to Cabinet proposals for revising how service charges in sheltered housing schemes are collected and to introduce WG requirements to de-pool service charges from rents for general needs tenants	Housing
Proposal for the Development of a Combined Sensory and Communication Service (SENCOM) Made Up of the Visual Impairment (VI) Service, Hearing Impairment (HI) Service and the Communication Intervention Team.	The report sets out the consultation and project group activities undertaken to scope and develop an action plan to combine the Visual Impairment Service, the Hearing Impairment Service and the Communication Intervention Team, under a single employer and governance structure operated by Torfaen CBC	Education

CABINET AS TRUSTEES OF BLACKWOOD MINERS INSTITUTE

19TH JULY 2017	Key Issues	Service Area
Blackwood Miners' Institute progress report and update on 2017/2018 Budget	To update Cabinet as Trustees on progress against the activity programme and work plan for Blackwood Miners Institute for the current year.	Economic Development

2ND AUGUST 2017	Key Issues	Service Area

6TH SEPTEMBER 2017	Key Issues	Service Area
Caerphilly County Borough Council (Dog Control) Public Spaces Protection Order 2017	Required	Corporate Finance

Cabinet Forward Work Programme

APPENDIX 2

20TH SEPTEMBER 2017	Key Issues	Service Area
Anti Money Laundering and Anti Fraud Polices	To seek Cabinet approval of update policies in relation to Anti-Fraud, Bribery and Corruption and Anti-Money Laundering	Corporate Finance
Closure of the Key Stage 3 Specialist Resource Base for Children with Behavioural, Emotional and Social Difficulties (BESD) at Newbridge School: Outcome of the Formal Consultation Process.	The Local Authority has followed procedures outlined in the School Organisation Code (2013) to close the key stage 3 SRB in Newbridge School. As no objections were received during the statutory notice period, the final stage in the process is for Cabinet to make a decision on the proposal.	Education
14TH OCTOBER 2017	Key Issues	Service Area
Speed Limit Review of A and B Class Roads Within Caerphilly County Borough	Following the issue of new speed limit guidance by Welsh Government, Officers have carried out a review of all speed limits on A and B class roads within the Borough. This report provides the outcomes and recommendations from the review.	Housing
Active Travel Integrated Network Map	The Cabinet report will seek endorsement of the Active Travel Integrated Network Map prior to submission to the Welsh Government in November 2017 in order to meet the Council's statutory obligations.	Housing
Sport and Leisure Services – A strategy for the future	the report seeks to summarise the work undertaken over the last 12-18 months in relation to an emerging sport and leisure strategy for the authority and seeks cabinet agreement in relation to the detailed parts of the strategy which will lead to its formal adoption.	Communities and Leisure
The Management of Trees	To seek the approval of Cabinet to formally adopt a Tree Strategy, following consideration at Scrutiny Committee.	Communities and Leisure
Annual Performance Report 2016/17	The Annual Performance Report is a statutory requirement and an important part of the Council's Performance Framework. The Council is required to assess its own performance and provide the public with a balanced picture of that performance. In addition, the report must also show how the Council performed against the Well-being Objectives.	

Cabinet Forward Work Programme

APPENDIX 2

15TH NOVEMBER 2017	Key Issues	Service Area
Welsh Government Collaborative Change Programme (CCP) – Review of Waste Management Service Provision.	The report seeks to update Cabinet on the outcome of the CCP modelling process that has been undertaken and to seek the approval of cabinet in relation to the structure of future waste management service provision across the County Borough.	Communities and Leisure
29TH NOVEMBER 2017	Key Issues	Service Area
Sheltered Housing Schemes – Eastern Valleys Area Remodelling		Housing
13TH DECEMBER 2017	Key Issues	Service Area
Council Tax Base	The report provides details of the Council Tax base for 2018/19 for tax setting purposes and the collection percentage to be applied.	Corporate Finance



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 4TH JULY 2017

**SUBJECT: YEAR END PERFORMANCE REPORT FOR ENGINEERING,
COMMUNITY AND LEISURE AND 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 2016/17 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 17/18 service 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, but it must be recognised that reductions to some current service delivery standards over the next few years will be inevitable.

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 Well being of Future Generations Act 2014 has 7 national Well-being goals which all public bodies are expected to maximise their contribution towards. The 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, with the next update due on the 18th July 17. In addition a future meeting of Policy and Resources Scrutiny is expected to consider a detailed report on Communities First Project Delivery in 2016/17.

- 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 an overview 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 255 personnel with annual budgets of £20.8 million revenue and £2.6 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 2016/17.

By way of examples, positive results for 2016/17 include;

- Engineering Project Group (EPG) has again 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. This is evidenced by a range of national PIs collated by County Surveyors Society Wales (CSSW) that cover professional fee cost as a percentage of scheme cost over 3 cost ranges. In terms of performance, the service area is positioned in the upper quartile for cost performance across Wales and has consistently delivered projects below the all Wales average for the respective cost ranges. The all Wales average (public sector) is proven to be less than the private sector, thus demonstrating EPG's comparable VFM against the private sector. The data set used for this comparison is based on 23 projects procured through a tender process and delivered within the clients agreed project parameters of cost and time.
- EPG has successfully recruited three junior members of staff and have recently appointed two members of staff at an intermediary level together with one instance of promotion; this has gone a long way towards restoring the age demographic within the group and shows that succession planning, in terms of promotion from within, is actively taking place. Management of resources has improved, with effective programming and resource allocation reviewed regularly to ensure the efficient use of staff to meet the service provision demands.
- Third party insurance claims across all Highway Operations Group (HOG) services are down, with a consequential reduction in annual premiums being realised – a 20% reduction in claims from 170 number to 136 resulting in further reductions to annual premiums. 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 fourth position which is in the upper quartile for percentage change in number of non-repudiated third party claims
- The HOG have also demonstrated a robust response to dangerous incidents, reporting 100% completion of repairs within 24 hours, along with a notable improvement to the completion of safety inspections within programmed timescales, 97% compared with 90% for the previous year.

- For the Transportation Engineering Group (TEG) the Statutory Existing Route Maps submitted to Welsh Government (WG) under the Active Travel Act were well received by WG and one of only five Local Authority submissions to be approved.
- TEG also continues to maintain a low level of personal injury collision statistics for the county borough and is making good progress towards the Welsh Government road safety targets for 2020. Relevant figures are detailed below: -
 1. In the last 5 years Child casualties reached a peak in 2014 before falling 44% in 2015. (Number of child casualties: 2011 – 30; 2012 -31; 2013 -26; 2014 – 50; 2015 – 28)
 2. Elderly casualties followed a downward trend from 2012 to 2014 before rising 45% in 2015 with majority classed as drivers. (Number of elderly casualties: 2012 – 29; 2013 – 15; 2014 – 11; 2015 – 16)
 3. Pedestrian casualties fluctuated reaching a peak in 2014. (Number of pedestrian casualties: 2013 – 37; 2014 – 48; 2015 – 30)
 4. KSI casualties – a rise between 2014 and 2015, but over 40% below the baseline. (Number of KSI casualties: 2014 – 30; 2015 – 41. Baseline figure is 69. WG 2020 target is 41)
 5. KSI Motorcyclist casualties – a rise from 3 casualties in 2014 to 9 in 2015 reaching the baseline. (Baseline figure is 9. WG 2020 target is 7)
 6. KSI Young Persons casualties – a slight increase on 2014 but still 50% below the baseline. (Number of young person KSI casualties: 2014 – 8; 2015 – 12. Baseline figure is 24. WG 2020 target is 14)
 7. A gradually decreasing trend in collision numbers between 2013 and 2015 with a total drop of 12%. (Number of collisions: 2013 – 224; 2014 – 208; 2015 – 197)
- TEG has recorded the lowest average subsidy per passenger for tendered services at 68p.
- TEG has recorded the highest satisfaction for the provision of local bus service information, bus stop satisfaction and overall satisfaction in the local bus network: 63%, 79% and 66% respectively.

Areas that require strengthening include:

Whilst there has been minor improvement noted in terms of the treatment of highway surface defects, there is a recognition that the Service has been underperforming in this performance area; this has been mainly attributed to data capture / reporting issues created via the migration of Engineering Service's Data Management System (DMS), from EXOR to MAYRISE. In view of this, several control measures have been introduced that will be further monitored throughout 2017-18 to measure effectiveness. Current performance for repair of minor defects within 28 days is only currently achieving 46% compliance against a target of 80%.

Although improved performance levels have been observed for Engineering Services' Service Request response rates, the performance area has been further scrutinised and is aiming to achieve the required 100% target scoring. Further steps have been 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, which will form part of the presentation at scrutiny committee whereby further information will be provided for discussion, are as follows;

- 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 2016/17		Progress / Comments
	Target	Result	
% of non-cat 1 (non-emergency) repairs completed within 28 days	80%	46%	<p>There has been a slight improvement noted from last year's results (40%) owing to the implementation of weekend works and strengthening of the number of resources.</p> <p>However, the recording of accurate data and reporting capabilities were heavily compromised during the migration of Engineering Service's Data Management System (DMS), from EXOR to Mayrise. Although Officers worked closely with Mayrise providers (Yotta) and held regular trouble-shooting sessions, in order to reinstate this vital reporting function, the data continued to be inaccurate and therefore misleading to Officers in terms of effectively co-ordinating and prioritising resources. Early discussions and utilisation in Q1 suggests reporting issues have been improved.</p>
Average time taken to rectify highway surface defeats that were identified for this period (No of days)	28 days	33 days	As above
% of dangerous incidents repaired within 24 hours - Highways	100%	100%	The 2016/17 result shows a marginal improvement on last year's performance (2015/16 - 99%) and demonstrates the service's continued commitment in responding to and addressing emergency situations.
% of programmed highway safety inspections done within timescale	90%	97%	The 2016/17 result shows an improving trend compared to 2015/16 (96%)
Engineering Service request response rates to members within 10 working days	100%	91%	<p>The 2016/17 result shows an improving trend compared to 2015/16 (84%) and follows continued scrutiny of this performance area.</p> <p>The division is looking towards further improvement and performance is being scrutinised at regular intervals by Group Managers and further reviewed at Divisional Management Team (DMT) meetings.</p>
Engineering Services request response rate to Standard Service requests within 20 working days	100%	97%	<p>The 2016/17 result shows a much improved trend compared to 2015/16 (89%) and follows continued scrutiny of this performance area.</p> <p>The division is looking towards further improvement and performance is being scrutinised at regular intervals by Group Managers and further reviewed at DMT meetings.</p>

The average number of calendar days taken to repair street lamp failures during the year (Yearly)	4 days	3.94 days	The 2016/17 result shows 3200 faults rectified with an improving trend compared to 2015/16 (4.53%). The improvement reflects the focus on performance drawn into the new Street Lighting Framework, whereby service delivery is closely measured and reviewed..
THS012a The percentage of Principal (A) roads that were in overall poor condition (Yearly)	4.5%	4.3%	The 2016/17 result shows a marginally improving trend compared to 2015/16 (4.5%). The average in Wales for 2015/16 was 3.7% although the 2016/17 figure has not yet been reported. This indicates that Caerphilly's A roads are in a slightly worse condition than the average for Wales.
THS012b The percentage of Non-principal/ classified (B) roads that are in overall poor condition (Yearly)	6%	3.7%	The 2016/17 result shows an improving trend compared to 2015/16 (4.1%). The average in Wales for 2015/16 was 4.3% although the 2016/17 figure has not yet been reported. This indicates that Caerphilly's B roads are generally in a better condition than the All Wales average.
THS012c The percentage of Non-principal/ classified (C) roads that are in overall poor condition (Yearly)	13%	8.7%	The 2016/17 result shows an improving trend compared to 2015/16 (9.2%). The average in Wales for 2015/16 was 15.9% although the 2016/17 figure has not yet been reported. This indicates that Caerphilly's C roads are in a good condition compared to the rest of Wales.
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 2014/15 to 2015/16 there has been a downward (improved) trend in the number of casualties reported - 2014/15 (26.11), 2015/16 (23.08). Based on the following number of casualties: 2014 – 291, 2015 – 259.
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. Based on the information provided, between 2014/15 to 2015/16 there has been a downward (improved) trend in the number of casualties reported – 2014/15 (14.11), 2015/16 (5.98). Based on the following number of child casualties while walking and cycling: 2014 – 33, 2015 – 14.

4.4.2 The key objectives for Engineering Services for **2017/18** include;

- Implementation of MTFP savings
- Restructuring of Division to maximise skills, service delivery and outputs.
- Maximising opportunities through the City Deal and Metro proposals, to improve connectivity across the county borough.

- Consolidation of existing customer/client base; align service provision to match client needs.
- Broadening/diversifying funding streams and identifying wider opportunities through effective marketing to attract new clients.
- Expand on collaborative working with neighbouring authorities and seek external opportunities within the wider market.
- Progress and deliver the Local Travel Plan (LTP).
- Manage the impact of the withdrawn replacement Local Development Plan (LDP).
- Fulfil the requirements of the Active Travel Act for Integrated Network Maps.
- Review Highway and Structures management to consider alignment with current Codes of Practice.
- Improve performance and maintain customer satisfaction levels.
- Review of key traffic management strategies, including, undertaking a countywide review of the Council's Highway owned off street car parks, Officer review of speed limits on A & B roads and consideration of undertaking Civil Parking Enforcement (CPE) given the Police will no longer provide this services from April 2018.

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, other councils and other related bodies/groups such as Transport for Wales.
- 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;

- The senior leadership capacity across the division is of concern and measures are being put in place to address this.
- No budget increases will limit the Service's ability to improve the condition of highway assets.
- Reduction in staffing levels and inability to recruit new staff.
- Maximum value for money not achieved due to reactive planning and programming.
- Increasing public aspirations of the service.

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 1215 staff and an annual revenue budget of £26.21m.

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 exceed the Welsh Government statutory targets for recycling (58%) for 2016/17 (projected outturn approximately 65% - subject to external verification). However, the service continues to be faced with challenges relating to a high amount of contamination in dry recycling waste which will be targeted over the summer period with an additional door stepping campaign. Challenges associated with increasing the participation of food waste recycling are also being

faced although as a result of a successful campaign last summer there has been an increase in participation to 47% (which is comparable to other Local Authorities). 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 Waste Management & Street Cleansing service had an original net budget of £11.840million for 2016/2017 reduced from £12.296 million in 2015/2016 and this included budget reductions of £737k in support of the Council's MTFP. During the year an additional £800k budget was provided by the Council to help finance costs associated with dry recycling treatment, the revised 2016/2017 budget being £12.582million. Despite the inclusion of £800k additional budget, the service outturn for 2016/2017 will report an over spend of £207,610 primarily due to the significant additional costs incurred in relation to dry recycling treatment and also increased costs in relation to residual waste treatment and Civic Amenity site operations.

Future challenges include planned population increases, which will ultimately result in increased pressures on the service with more collections. Further MTFP savings are likely to be required and re-organisation of the current service. A review is currently being undertaken with the Business Improvement Portfolio Board considering all aspects of the waste service which followed a positive report from the Wales Audit Office. The service is concluding its modelling work with Welsh Government to ensure that it is equipped to meet future statutory recycling targets of 64% and 70% respectively. It is estimated that a report on the outcomes will be reported to members in the autumn of 2017.

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 to meet customer expectations while delivering MTFP savings.

Key PI's	Previous Year 2016/17		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%	65.65%	The figure entered as cumulative and is taken from WDF (Q1, 66.21%, Q2, 67.49%, Q3, 64.04% and Q4, 64.52). A change in legislation regarding the composting of wood has reduced the percentage recycled although the service is still achieving well above the target. Figure has not been audited by WDF team and is subject to change.
% of people participating in food waste recycling	44.10%	47.10%	2016/17 data captured between Dec 2016 and May 2017. The increase is due to a successful door stepping campaign.
The cost of Refuse Collection Services per household	£19	N/A	Year end data is unavailable at this time.
Domestic Refuse Customer Satisfaction	90%	92.70%	Results from the Biennial Household Survey 2015/16.
Food/garden Waste Customer Satisfaction	85%	77.90%	As above. Changes in charging structure for replacement green waste bags may have had a negative impact on customer satisfaction results.

Recycling Customer Satisfaction	85%	91.40%	Results from the Biennial Household Survey 2015/16.
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%	96.93%	Whilst there has been a small increase on last year (95%) it will become more difficult to rise above the current levels with decreasing resources.
Street Scene Cleanliness Index LEAMS score for the whole of CCBC	69%	67.75%	LEAMS (Local Environment Audit and Management System) is a methodology used by the Authority and Keep Wales Tidy (surveying streets randomly selected from across the borough) to determine an overall cleanliness score for the County Borough.

The Sport and Leisure Service continues to see growth in the number of people participating in sport & leisure activities. There is an increase in direct debit memberships across the service with a 3.11 % increase on the same time last year. Sports Development has seen participation figures increase this year by 3% to 83,516 people. There has been an increased focus upon Learn to Swim programmes and performance has improved over the last 12 months. The number of free swim sessions for children aged 16 has improved against this time last year although the service is below the set target. An aquatic marketing plan is currently being developed with aim of increasing participation within all aspects of aquatic delivery. A focus area within the plan will be not only the provision of free swimming but reviewing the approach and delivery of aquatic programmes to under 16's more generally. The service will continue to benchmark across the sector, exploring examples of best practice along with creating pathways, both formal and informal within aquatic programme delivery. This year has seen a reduction due to younger children (aged under 11 years) participating in school swimming therefore not being included in the figures. 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.

Adults swimming, 60+ is above target on last year's performance. Customer satisfaction levels remain high with 97% of sport and leisure customers reporting they are satisfied with the service. Caerphilly is playing a leading role for delivering 'Active Gwent' a regional collaborative model for sport and physical activity and the development of a Sport and Leisure Strategy (awaiting final report) and a service review is planned with the development of the Business Improvement Portfolio Board.

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Number of visits to indoor sport facilities (Leisure Centres)	1,428,206	1,318,027	Caerphilly LC major refurbishment works to the Health Suite (and its resultant closure period) has inevitably contributed to the out-turn in usage figures.
Number of Visitors to Sport Caerphilly Activities	84,460	83,516	Although the target wasn't quite met, the number of visits represents a good level of performance.

Number of people participating in the health referral scheme	1053	960	The NERS programme is externally funded and depends on referrals from Health professionals (GP's). The number of referrals is therefore not controlled by the Authority (and can also be influenced by complexity of individual cases). A new "fast track" referral system has recently been introduced across Wales which may assist in improving the number of referrals moving forward.
Number of free swim sessions - children aged 16 yrs and under	29092	27199	Slightly below target but over 3,700 more swimmers when compared to the same period last year.
Number of free swim sessions - adults aged 60 yrs and above	47755	50119	Continuing to perform above target with the provision of the over 60's free swim initiative in Caerphilly
Children age 11 yrs able to swim 25 meters	74%	54%	The 54% achieved this year is well under the national target and has decreased from last year. This year has seen a decrease in the number of schools taking up the SLA swimming offer along with younger age groups (not children age 11) and of testing age. The National target is 91% to be achieved by 2020. A number of interventions have been identified to address this issue, including the introduction of aquatic festivals which provide an additional testing environment whilst also encouraging aquatic participation in a less formal environment, additional targeted swimming lessons focusing upon smaller class sizes. There is also an integrated programme of swimming tutor CPD to enhance, develop and improve the tutor skill set. This will be supported by enhanced communication with those schools not currently participating in the swimming lesson programme.
% school years 3-6 participating in sport 3 times per week (Hooked on Sport)	44%	48.50%	Results from School Sport Survey 2015. The next School Sport; FE Survey will be run in the summer term of 2018.
% 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	95%	97%	
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Fleet Management & Maintenance service is subject to a significant level of scrutiny by auditors and regulators i.e. FTA (Freight Transport Association), DVSA (Driver and Vehicle Standards Agency), ISO accreditation. The service is facing internal and external challenges in respect of electronic defect reporting (connectivity problems), communication with the software provider has resulted in amendments to the system and this is currently being rolled out across all users. There has been an overall improvement in defect reporting returns. Maintaining workshop viability remains a challenge (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.

The Managed Service Partnership was awarded in February 2017 with a 3 month mobility period. Currently, 135 vehicles have been ordered and this is expected to increase to 350 by December 2017. The remaining vehicles will be replaced when they reach the end of their operational and economic life. Workshop productivity levels are low, and it is expected that it will remain this way until April 2018 at which time, vehicles provided by the Managed Service Partner will require statutory servicing and inspection. The number of vehicles maintained by the service will increase from 180 to almost 500, it is therefore anticipated that productivity will also increase.

Key PI's	Previous Year 2016/17		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	3	This represents a good result which categorises the Authority as a "low risk" fleet operator when considered in conjunction with the above indicator.
Percentage of defect sheets returned reporting O licence vehicles only	100%	90.09%	2016/17 Target increased to 100%.
Vehicle Maintenance percentage productive hours	90%	64.24%	A decrease in the number of vehicles being maintained by workshops is having an impact on productivity. Implementation of the Managed Service Contract should contractually ensure that all vehicles will be maintained by CCBC Workshops. It is unlikely that this will improve until Financial Year 2018/19.

Building Cleaning Services continues its high levels of productivity and 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 and local customer satisfaction. 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 2016/17		Progress / Comments
	Target	Result	
Building Cleaning Turnover (£ x.xx M)	£3.19m	£3.22m	
APSE Building cleaning square metres cleaned per hour for Primary Schools	0.72	N/A	APSE data will be available Sept 2017.
APSE Building cleaning square metres cleaned per hour for Secondary Schools	0.88	N/A	As above.
APSE Building cleaning square metres cleaned per hour for all Offices	1.06	N/A	As above.
Quality Standards of Building Cleaning	95%	93%	Quality Standards– are a yearly audit on the cleaning sites which identifies the cleaner's compliance to our cleaning methods. This information is collated and the results are fed into the council's performance recording system and also highlights any training needs.
APSE Building cleaning customer satisfaction	80%		APSE data will be available Sept 2017.
Customer Satisfaction Local Survey random selections	95%	97%	Results are from 2016/17 biennial survey.
The number of customers (buildings) that are subject to a contract	220	231	

Parks & Bereavement Services grass cutting frequencies have been reduced from once every fortnight to once every three weeks to achieve MTFP savings, 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 favorable for vegetation growth.

Three Parks are recognised as places of excellence by Green Flag assessors and awarded Green Flag status. During 2017, a further park (Ystrad Mynach) and one cemetery (Brithdir) were also assessed and we are currently awaiting the outcome.

Bereavement Services continue to recover its gross costs. The service has recently obtained planning permission to develop a brand new municipal cemetery in the Caerphilly basin and extend a number of other sites to ensure the Authority has sufficient burial space. The service continues to hold a Bronze award with Charter for the Bereaved.

Future challenges are the management of the Council's tree stock, in this regard a report will be considered by Regeneration & Environmental Scrutiny committee in October 2017. Other pressures include climate change, which has an effect on both the tree stock and sport pitches.

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Number of Amenity Grass Cuts undertaken	9	9	4 grass cuts completed April - June 16. 5 grass cuts completed July - Sept 16.
Number of Parks that have achieved Green Flag National Status	3	3	Morgan Jones Park, Caerphilly, The Wern, Nelson and Waunfawr Park, Crosskeys.
Number of Trees Inspected (Yearly)	10,000	10,140	
Bereavements Income as a % of Gross Expenditure	100%	118%	Performance has dropped slightly since 2015/16 as the number of interments undertaken has declined. (797 interments during 2015/16 and 701 during 2016/17).
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.
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
Parks Services Customer Satisfaction	70%	67%	Results of the 2015 Biennial Household Survey. 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 **2017/18** 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 ensure the Council's tree stock is maintained to a safe and healthy condition
- 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 whilst achieving Statutory Recycling Targets
- To keep the streets and public highways as clean and free from litter and graffiti as far as is reasonably practical.

4.5.3 The Community & Leisure Services self-evaluation process has identified a number of key challenges moving forward. These include:-

- The future shape of the Waste Management Service (Collection systems & Household Waste Recycling Site infrastructure) and the resultant level of budget provision.
- Adoption of a holistic Sport & Leisure Strategy for the Authority and the resultant review/rationalisation of the Leisure Facilities (Leisure Centres & artificial turf pitches).

Continuing to deliver crucial front-line services in accordance with the Authority's Medium Term Financial Plan resulting from reducing public sector finances.

4.6 **Regeneration and Planning**

The service area continues to respond 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 Act and the Environment Act, as well as the Welsh Government White Paper on reforming local government and the evolving Cardiff Capital Region City Deal which are expected to result in a different way of working across a number of areas of the service. At a local level the departure of the Head of Service in March 2016 resulted in the introduction of ongoing interim arrangements, coupled with a general reduction in external grants, highlight the uncertain conditions that this service area continues to operate within.

The service consists of the Countryside and Landscape service, Development Management who deal with planning applications, and Strategic Development who are responsible for the Local Development Plan. The Business Support and Funding team provide advice and small grants to businesses and manage an extensive portfolio of industrial land, properties and business centres. Urban Renewal administers commercial property improvement grants and seeks external funding to develop and implement strategic regeneration projects. The Destination and Events team manage and market events such as the Big Cheese, the Caerphilly 10K Run and the Velothon and are responsible for five tourism venues, museum and heritage assets. In April 2017 the Community Regeneration Department was reassigned within the Directorate to the Housing Service in order to align with and prepare for the forthcoming significant changes in WG's approach to community regeneration. It is expected that the realignment of the Community Regeneration team will benefit overall service delivery and build upon the successes in employment outcomes achieved through recent complementary working between Community Regeneration and the WHQS officers in the delivery of the WHQS programme in the Upper Rhymney valley.

Moving into 2017/18 the Regeneration and Planning service has a staff establishment 161 that is supplemented by casual and relief staff who assist in the delivery of indoor and outdoor events throughout the year.

4.6.1 Last year's performance

Planning

Countryside: -

The team includes ecology, planning and landscape expertise, but its main public facing service is the countryside parks at Penallta, Cwm Darran, Bargoed, Pen-y-Fan, and Sirhowy. The 2016 survey indicates that 85% of those using the parks were very or fairly satisfied with the facilities. Whilst this percentage is slightly down from the previous survey it nevertheless

shows high levels of satisfaction. Parc Cwm Darran has retained its Green Flag status. Visits to country parks have increased by over 10% compared to the previous year and now exceed 1.2 million, meeting growth targets. A number of successful events have helped boost visitor numbers; however, growth has been achieved throughout the year. Whilst both the weather and economy influence use of the country parks the growth seemingly illustrates robust increases having risen from 1.1 million to over 1.3 million exceeding levels achieved prior to the introduction of charging in 2014, and that the impacts of the introduction of charging may be lessening. Income from car parking in 16/17 rose some 15% compared to 15/16 but remains nearly £30,000 below the target level of £85,000.

The Welsh Government target that 54% of Public Rights of Way should be readily useable has 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 them 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. Some progress has been made in addressing the backlog of Definitive Map Modification Orders.

The Rural Development Programme team has bedded in and are providing a good source of additional funding, notably from the Sustainable Management Scheme and Rural Communities Development Fund. A range of projects totalling some £1million have received at least stage one approval from Welsh Government and this is in addition to the £2.6 million core funding already secured. The RDP has approved funding for 8 local projects and a further 13 are under consideration, and should these be approved would result in £850,000 of further project expenditure.

Development Management:-

After a dip in the overall performance of recent years, process changes introduced in the autumn of 2015 are already producing improvements, with the overall percentage of planning applications determined on time at 91% in the last quarter of 2016/17, which was above the Welsh average of 88%. The percentage of householder applications determined on time in the same quarter was 94%.

Welsh Government has recently changed the way it measures performance: the requirement to determine applications within 8 weeks has been replaced by the determination of application 'on time', i.e. within eight weeks or such longer period as is agreed with the applicant. To complement that change WG have also introduced another measure: the average time taken to determine planning application in days. That has been reduced by this local planning authority from 139 days in the last quarter of 2015 to 84 days in the first quarter of 2017, two days above the Welsh average.

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 Local Development Plan (LDP) in 2013, a full review of the Plan was triggered. The review of the LDP was placed upon deposit in January 2016 with the deadline for the submission of comments by the public and others being 22 April 2016. Following that consultation Council in July resolved to withdraw the plan, subject to steps being taken to progress a Strategic Development Plan (SDP) with other authorities within the Cardiff Capital Region, and that the Minister and Welsh Government be approached respectively about grant funding to assist the development of brownfield sites, and to remove the current formula that forms the basis of the 5-year land supply calculation. Discussions are taking place at a City Region level about the production of an SDP, but the discussions about

grant funding and the land supply have not borne fruit. The annual Joint Housing Land Availability Study issued in August concluded that the 5-year land supply was 1.5 years. This has resulted in a number of planning applications for housing on land outside the allocations and settlements defined in the LDP. Where permission has been refused, consent has been granted on appeal. This approach has had a consequential impact upon the quantum of costs awarded to the Council

Regeneration

Business Support & Funding - The team's performance resulted in:-

- Increased overall occupancy levels of the Division's industrial units and office accommodation properties to over 98%. The property portfolio accommodates over 260 local businesses across 13 sites and generated over £2.2m of income
- The budget allocation for Business Development and Business Start-Up Grants supporting 55 grant offers during the year with 39 grant awards paid as the approved projects were concluded. The annual target for award of 80 Business Development Grant and Business Start-Up Grant was not achieved and for 2017-18 the target is to be revised downwards to acknowledge the reduced budget available for business grants due to the Local Investment Fund (LIF) ending in 2015-16.
- The business grant awards are estimated to create 83.4 new jobs and safeguard 290.8 jobs as the projects are implemented. However, the self evaluation process identified concerns around the methodology used to evaluate the number of safeguarded jobs and this particular KPI will not be continued into 2017-18.
- The responsibility for the Community Regeneration Fund (CRF) and Oakdale Community Benefit Fund was transferred to the Business Support & Funding Team from Policy Unit. The demand led CRF revenue budget was not fully allocated during 2016-17 with this under allocation being exacerbated by instances where applicants subsequently declining their in-principle CRF award as they were unable to secure the associated 20% match funding from their own resources or other sources.

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Number of jobs created by Business Grant in the County Borough	50	83.4	Result for 2015-16 was 80.6 Target for 2017-18 increased to 60.0
Number of jobs safeguarded by Grant Schemes in the year	280	290.80	Result for 2015-16 was 334.4 The Self Evaluation identified concerns over the method used to determine safeguarded jobs and this KPI is to be discontinued The 2015-16 results included outputs from Local Investment Fund grants which were available until June 2015 Both 2016-17 results indicate a continued slow steady recovery from the recession

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Number of offers of financial assistance to local companies [CCBC business grant offers]	80	55	<p>Result for 2015-16 was 68 Target for 2017-18 to be revised to reflect reduced budget since Local Investment Fund ended June 2015</p> <p>Of the 55 offers 2 were subsequently withdrawn by agreement with applicant</p> <p>The 2015-16 results included outputs from Local Investment Fund grants which were available until June 2015</p>
%age occupancy level of Council owned commercial property portfolio	97%	98.1%	<p>Result for 2015-16 was 97.11% Target for 2017-18 increased to 98%</p> <p>At the end of 2016-17 there were only four industrial units and two offices unoccupied in the portfolio</p>

Areas within Business Support and Funding that have been identified as opportunities for improvement include obtaining formal feedback from property tenants via satisfaction surveys; the need to establish the current state of repair and condition of the property portfolio; confirming that industrial unit tenants are complying with the maintenance and repair requirements of their leases; monitoring the timescales for drawdown of the business grant awards; extending the geographic spread of the business grants and to continue to work with Caerphilly Business Forum (CBF) to increase business participation in the Forum and develop the wider mutual benefits that the CBF can bring to the local economy.

Community Regeneration:-

Following Welsh Government (WG) confirmation in February 2017 that the Communities First programme would be phased out the department is currently going through a period of significant transition.

Throughout the year, staff have coped admirably with the uncertainty surrounding the proposal to phase out Communities First; and despite this have continued to maintain a strong collaborative focus on tackling poverty, delivering to a high level, with excellent outcomes against a range of key indicators set by WG across many strategic priorities.

In-line with recent WG directives, Employability has been a strong focus of the work carried out during 2016-17 and will continue to be the focus of future work following the transition period.

Communities First:-

The most recent monitoring report by Welsh Government again identified Caerphilly as a high performing authority in Wales, most particularly in relation to the Prosperous and Healthier themes. Specifically, Caerphilly was:-

- The top performing authority in relation to Gaining Basic IT Skills
- 2nd highest authority in relation to Completing Employment Related Courses.
- 4th highest performing authority in relation to 16-25 year olds Entering Employment
- 6th highest performing authority for Adults (25+) Entering Employment.

- Within the top 4 authorities nationally for both Increased Physical Activity and Feeling More Positive about Mental Wellbeing.

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Number of people supported into employment (Through the Communities First Programme)	202	177	New KPI for 2016-17 Result breakdown:- 148 Communities First & 29 LIFT Target breakdown:- 157 Communities First & 45 LIFT

Final participation data for 2016/17 Quarter 4 is still outstanding; however as of the end of Quarter 3 (April to December 2016) 5835 people are recorded as having participated in Communities First activities. However, this figure includes customers accessing the Rhymney Valley Foodbank and drop-in/outreach services including Citizens' Advice and Streetgames and due to the high numbers that access these drop-in services, it is not possible to cross reference individuals' personal details with those participating in other CF projects so there is potential that the overall participation figure may include an element of double counting

Headline outcomes for Communities First programme over 2016-17	Target	Result
People entered employment	157	148
People gained an employment related qualification	266	286
People gained basic IT skills	320	473
People (adults) increased physical activity levels	675	842
Young people increased physical activity via Streetgames/Us Girls	552	1073
People feeling more positive about their mental health	260	242
People better able to manage their well being	226	247
Young people demonstrating improved academic performance (NB figures incomplete so likely to increase)	188	257
People (adults/parents) gained a qualification	131	110
Communities First customer satisfaction for the whole period 1 st Apr 2016-31 st March 2017 (based on customers rating the service as very good or excellent)	-	88.5%

Communities for Work:-

Within its first year of delivery in Caerphilly the 2016-17 Communities for Work (CfW) programme has already seen notable success in terms of outcomes, as a result of the intensive mentoring support that has been offered to customers by the team.

The Mid Valleys West cluster was the highest performing cluster across Wales. The commencement of the triage process has also been successful, in terms of creating an initial single point of contact for customers and partners; and ensuring that customers are referred to the service or officer which is most suited to their individual needs

Headline outcomes Communities for Work programme over 2016-17		
	Nr. Engaged / Supported	Nr. Entered Employment
Adults (25+) with complex barriers	111	19
Young People (16-24)	121	40

LIFT: - The 2016-17 LIFT programme within Caerphilly had its most successful year to date, continuing to build upon the progress of previous years with regards to employability support offered to workless households.

Headline outcomes for LIFT programme over 2016-17	Result
People engaged/supported	113
Participants completed training	46
Participants completed a work placement	22
Participants entered employment	29

As identified above, the Communities First programme is currently in the process of being phased out by WG. This will bring significant changes to the structure and direction of the Community Regeneration Department. Whilst the exact scale of these changes is currently unclear, it is known that the Department will continue its growing focus on Employability. The new Employability funding from Welsh Government will support an enhanced employment support team, encompassing the current LIFT team and working alongside the existing Communities for Work team, to create an overall holistic employability service. This service will work in close partnership with the other existing ESF employability projects to prevent duplication of service and ensure that unemployed customers across the County Borough will have access to support.

In addition, although not yet confirmed, the upcoming WG Legacy fund will also enable the Community Regeneration Department to focus on intensively supporting those areas within the County Borough which have been identified as being of highest need, based on a range of factors, most notably those relating to Adverse Childhood Experiences (ACEs), including domestic violence, substance misuse etc. Moving forward, this funding should enable a new approach to regeneration within these areas, whereby work will focus on co-ordinating multi-agency services through co-production and therefore maximising their levels of benefit for local communities.

Destination and Events:-

Key PI's	Previous Year 2016/17		Progress / Comments
	Target	Result	
Percentage annual increase in the number of people visiting the County Borough Calendar Year (STEAM)	3%	2%	Result for 2015 was 3.8% The pattern of visitors recorded to the county borough of Caerphilly has changed when compared to recent trends which has reduced the growth in economic value of visitors to the country borough where staying visitors have decreased in volume (-1.3%) and day visitors have continued their upward trajectory (+2.9%)

Over the last five years there has been a 19.5% increase in the overall number of visitors to the County Borough as a destination. Compared to recent trends the pattern of the 1.81million recorded visitors during 2016 has changed. Whilst day visitor numbers increased by 2.9% the number of staying visitors decreased by 1.3% and these factors combine to lessen the overall value of economic growth resulting from our visitors. From 2017 onwards the percentage annual increase in number of people visiting indicator is to be replaced with a Key PI that measures the percentage annual change in the total economic impact of tourism within the County Borough.

Tourism's total economic impact, at 2016 prices, is estimated to be have increased by 1% when compared to the previous year and in 2016 be worth around £121.75m to the County Borough's economy.

The team's performance resulted in:-

- Positive visitor and local retailer feedback from a number of successful events being held including the Big Cheese, Armed Forces Day, Christmas markets and through partnership working with other Divisions the Caerphilly 10K run and Velothon Wales. The Christmas pantomime at Blackwood Miners Institute attracted an audience of 15,377 significantly exceeding all previous ticket sales records.
- Llancaiach Fawr benefiting from Big Lottery funding to enhance exhibition space, receiving a Junior Design Gold Award, hosting the Bedwellty Show and being used as a film set as part of "Will" the biggest budget US television production ever to be shot in Wales.
- Blackwood Miners Institute benefiting from receiving additional support from the Arts Council of Wales which has boosted the programme and touring partnership activity.

In 2016-17 the number of visitors to Council-owned destination venues has varied as set out below:-

Venue	2015 - 16 Actual	2016 - 17 Actual	2016 - 17 Target	Comments
Blackwood Miners Institute	31,545	33,209	32,000	5% increase and above target
Caerphilly Visitor Centre	251,578	266,063	190,000	6% increase and target to be increased
Cwmcarn Forest Drive	216,887	213,461	220,000	2% decrease and target revision required due to ongoing tree felling work
Llancaiach Fawr	167,191	59,076	65,000	2015-16 comparison is inappropriate due to hosting URDD Eisteddfod but 2016-17 actual is 9% below target
New Tredegar Winding House	10,891	9,281	13,000	15% decrease and significantly below target. NTWH marketing and event officer resigned in year and this post remains to be filled whilst the staff cost is balanced against the income generation potential that the post could secure for the venue.

The 2016-17 attendance levels resulted in an overall increase in the level of trading income but there were again variations in actual income achieved across the individual venues. The additional income generated at Caerphilly Visitor Centre and Blackwood Miners Institute made a significant contribution to the overall increase in income across all venues.

Within Destination and Events the areas identified as opportunities for improvement include the need to identify and maximise income opportunities; to work closely with NRW at Cwmcaern Forest Drive to identify development opportunities and increase public awareness on accessibility during the continuing tree felling operations; to obtain post event feedback that informs a post-event review process and to secure additional funding to replace the sewerage disposal system at Llancaiach Fawr and to establish enhanced accommodation at Cwmcaern.

In order to sustain the Destinations and Events service 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 the "Alternative Ways of Working" for this service area that are under consideration as part of the Business Improvement Board work programme needs to be concluded at the earliest opportunity in order to clearly set out the means by which the Council intends to deliver the future aims and objectives of the Destinations and Events service

Urban Renewal:-

The team's performance resulted in:-

- The vibrancy of our town centres being enhanced through the delivery of the Commercial Improvement Grant programme which provides assistance to owners of retail or commercial properties to improve their building's appearance and presence.
- Positive activity on the high street as a number of new businesses established themselves in our town centres and the footfall in our three principal town centres increased overcoming the previous downward trend.
- The "Choose the High Street" initiative continuing in 2016-17 to promote opportunities to the retail/commercial sector to reduce premises vacancy levels and by focusing on the benefits of town centre shopping.
- Poundworld's anchor store at Lowry Plaza, Bargoed continuing to establish itself throughout 2016-17. Further to Unit 7 being occupied in February 2017 and Units 3 and 4 currently under offer only one unit remains to secure a tenant.

The data recorded within our main town centres is set out below:-

Town	Footfall	Footfall	Number of weeks footfall not measured (breakdowns)		Net new businesses	Net new businesses
	(2015-16)	(2016-17)	(2015-16)	(2016-17)	(2015-16)	(2016-17)
Bargoed	779,000	801,000	10	8	3	1
Blackwood	1,021,000	1,524,000	19	0	1	9
Caerphilly	1,438,000	1,460,000	2	0	5	6
Risca	456,000	419,000	6	6	2	4
Newbridge	359,000	282,000	17	15	-	-

Within Urban Renewal the areas that have been identified as opportunities for improvement include the need to replace footfall monitoring equipment to overcome frequent breakdowns; to reduce the timescales for processing approval and implementation of the projects supported by Commercial Improvement Grant projects and to improve compliance with EU grant funding regulations particularly when changes in the scope and extent of contracts are required during a project's implementation.

The future role of our town centres needs to be defined and again this should link with the evolving overall regional strategic approach. 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, that aligns with the Lansbury Park improvements and ambitions. The City Region priorities for the Metro integrated transport system provide an opportunity for our main towns to explore alternative uses for their town centre such as accommodating digital hubs, arts and creative industries incubators

4.6.2 Key objectives for 2017/2018 are:

- Review the service offer in the wider context of regional and legislative changes, with specific emphasis on:
- Active engagement in the development of the WG reform agenda and Cardiff Capital Region City Deal to establish regional and local priorities.
- Seek consensus for and commit to lead the development for the Cardiff Capital Region.
- Develop and obtain Council approval of a new regeneration / resilience strategy that aligns with the regionalisation agenda and the emphasis of increased external funding opportunities for those projects that deliver economic outputs.
- Agree a MTFP for 2018-19 to 2021-22 that takes account of local and regional priorities and realistic income generation proposals.
- Affect a seamless move of the Community Regeneration team into Housing Division
- Develop and obtain Council approval of a Caerphilly Basin masterplan that takes account of and aligns with the Lansbury Park "Coalition for Change" programme and actions identified in the Deep Place Study.
- Implement a restructure of the Regeneration and Planning Division that takes account of regional and local priorities and ongoing financial pressures.
- Compliance with the Council's Welsh Language Delivery Plan particularly at Destinations and Events venues.

Key Risks for 2017/2018 are:

- The pace of the strategic regional approach upon which to link our local priorities and identify areas of potentially conflicting priorities.
- Reduction in funding, particularly where projects are dependent on grants from other bodies.
- The availability of "at risk" development funding to prepare robust external funding bids.
- Balancing MTFP requirements against the delivery of identified priorities.
- The capacity and capability of community groups to allow delivery of certain objectives by alternate means.
- The uncertainty regarding the future of the Communities First programme.

5. WELL BEING OF FUTURE GENERATIONS IMPLICATIONS

- 5.1 The sustainable development principles of involvement, collaboration, long term, integration and prevention (ICLIP) have not been specifically included in this report as the content is not seeking decisions but providing a picture and discussion of how the services performed in 16/17. However where possible the key objectives for the services have been set with the 5 principles in mind, for example in para 4.5.2 to get people to be more active more often is about preventing poor health over the longer term and this will require a collaborative and integrated approach to be delivered successfully.

6. EQUALITIES IMPLICATIONS

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

7. FINANCIAL IMPLICATIONS

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

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications to this report

9. CONSULTATIONS

9.1 There are no consultation comments that have not been included in this report.

10. RECOMMENDATIONS

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

11. REASONS FOR THE RECOMMENDATIONS

11.1 Performance Management Scrutiny affords members the opportunity to challenge, inform and shape the future performance of the services that are presenting their priorities for 2017/18.

12. STATUTORY POWER

12.1 Local Government Measure 2009.

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 4TH JULY 2017

**SUBJECT: WELLBEING OBJECTIVE: CARBON MANAGEMENT - REDUCE OUR
CARBON FOOTPRINT - ANNUAL REPORT - YEAR END 2016/17**

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 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 2016/17, it was recommended that progress of the Wellbeing Objective: **Carbon Management: Reducing our carbon footprint** would be reported to this committee for regular performance monitoring.
- 1.3 This written report summarises the performance to year end 2016/17. The Ffynnon report provides supporting data. See Appendix 1.

2. SUMMARY

- 2.1 In Line with the Carbon Reduction Strategy (2009) this Wellbeing Objective focuses on four priorities to reduce emissions:
 - Good Housekeeping (strategy target 10% reduction)
 - Invest to Save (strategy target 20% reduction)
 - Design and Asset Management (strategy target 10% reduction)
 - Renewable technology (strategy target 5% reduction)
- 2.2 The actions outlined in this covering report provide a snapshot of what progress has been made during the year 2016/17. Some actions have had resources redirected to boost the weaker areas such as advice on Water Conservation.
- 2.3 Good Housekeeping: Improvements have been made in awareness of water Conservation and this has resulted in costs savings and rebates in excess of £18k. We advise daily on good energy and water conservation practice. Awareness raising activities are proving beneficial and are gratefully received by the recipients such as head teachers.
- 2.4 Invest to Save: The authority has installed technology that has resulted in carbon and cost reduction, see 4.14 below. We have implemented projects that have reduced annual carbon figures by circa 125 tonnes.

- 2.5 Asset Management: Three energy inefficient comprehensive schools and two primary schools are being replaced with more efficient schools, and guidance is provided to building managers to improve efficiency of buildings.
- 2.6 Renewable technology: At the start of the reporting period no funding was available for renewables. By the end of the period funding had been approved for photovoltaic panels to be installed at Newbridge and Caerphilly leisure centres and Tir Y Berth depot.
- 2.7 Implementation, delivery and impact of the objective priorities for 2016/17 are deemed to be **partially successful**.

3. LINKS TO STRATEGY

- 3.1 The local Government Measure 2009 requires each authority to publish priorities (objectives) for improvement.
- 3.2 CCBC - Carbon Reduction Strategy 2009.
- 3.3 The Well-being of Future Generations (Wales) Act 2015 is a new approach to ensure Public Services Boards and Public Bodies to think more about the long term, work better with people, communities, and each other, in meeting the seven national well-being goals ushered in by the legislation. This Well being Objective helps to maximise our contribution towards:-
- A prosperous Wales
 - A resilient Wales
 - A healthier Wales
 - A more equal Wales
 - A Wales of cohesive communities
 - A globally responsible Wales.

4. BACKGROUND

- 4.1 This Wellbeing Objective provides opportunities to:
- Drive down carbon emissions and improve 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 County Borough citizens expect the Authority to take reasonable steps to reduce the energy consumed by 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 (which is an outright carbon tax, bearing costs to the authority).
- 4.4 To assist in reducing carbon emissions and costs, the authority has a 45% Carbon Reduction Strategy in place and has more recently developed this carbon management Wellbeing Objective. The theme of the objective mirrors the strategy within the following headings as below:

Good Housekeeping

- 4.5 Good Housekeeping is about doing the simple things right across all of our buildings. We have educated children on general energy efficiency activities that they can undertake in their schools. We have also targeted head teachers and caretakers for training activities. Awareness in schools has been raised and the training provided was received well by the participants.
- 4.6 We have logged 37 activities where information was distributed to raise awareness on water or energy conservation to staff and school pupils. Guidance on water leak detection, for example, has assisted in resolving leaks quickly and preventing Welsh Water issuing penalties.
- 4.7 We have engaged the wider Authority staff through various media formats. The Welsh Water awareness stand located in the public area of Ty Penallta reception also assisted with awareness with members of the public. They were able to book a water conservation audit for their home which also came with water efficient product upgrades such as shower heads.
- 4.8 Through the various actions outlined we are clearly seeing a positive improvement in raising awareness and training activity noticeably in schools.
- 4.9 We can prove that certain activities undertaken have resulted in physical energy, water, carbon and cost savings and that we have empowered our staff to implement energy and water savings themselves. These savings will continue to be enjoyed.
- 4.10 We have improved on the dissemination of advice issued for water conservation.
- 4.11 The activities highlighted above must continue in the future to prevent bad habits from resurfacing and leading to increases in consumption levels. Activities taken under Good Housekeeping are often difficult to quantify in terms of energy and carbon savings but the assumption is that staff that are better informed will make better judgements and make improvements on energy and water conservation where possible.
- 4.12 The scorecard attached outlines in greater detail the activities undertaken and progress resulting from them. See Appendix Scorecard WO4-Carbon Management- Reduce our Carbon Footprint

Invest To Save

- 4.13 Investing to Save in energy efficiency technologies can result in rapid carbon and cost improvements that can have lasting benefits. It can also assist in improving working and teaching environments.
- 4.14 The Salix Ltd invest to save scheme has delivered nine efficiency projects and the target spend was exceeded. The largest is the upgrade to energy efficient light emitting diode lighting at the Ty Penallta offices. This upgrade will reduce electricity costs by £16k and carbon emissions by 65 tonnes, year on year.

This table is a summary of the Investment projects delivered in 16/17:

Property and Project	Cost of Project	Payback Years	Carbon Tonnes
St Cenydd Comprehensive CRT Monitors	£1,608	7	1.5
St Gwladys primary - BEMS	£5,223	8	5
Newbridge Pool - LED Lighting	£32,247	6	25
Plas Y Felin Primary – LED Lighting	£2,937	6	4
Caerphilly LC – Hall Lighting	£12,764	8	9
TY Penallta - LED Lighting (Phase 1)	£117,701	7	65
Pengam Primary School – Led Lighting	£12,744	9	6
St Martins Phase 1 – LED Lighting	£4,032	7	2
St Martins Phase 2 – LED Lighting	£10,007	5	7

(Note these are annual carbon savings)

- 4.15 We have identified in 2016/17 invest to save projects that will roll into 2017/18. We may not have enough funding to facilitate all of the energy efficiency projects that we have identified. A priority for 2017/18 must be converting Ty Penallta office lighting to a more efficient format and improving controls and this work is well underway
- 4.16 The scorecard attached outlines in greater detail the activities undertaken and progress resulting from them. See Appendix Scorecard WO4-Carbon Management - Reduce our Carbon Footprint
- 4.17 By implementing carbon management and delivering projects we are also improving the working and teaching environments within our buildings and proving our environmental aims are being delivered upon.

Design and Asset Management

- 4.18 The authority has already closed a major corporate office. Three aging comprehensive schools will close and be replaced with a new energy efficient high school at Oakdale and similarly two primary schools are being replaced with one new efficient school in December 2017.

We are raising awareness through reporting energy performance in the annual State Of The Estate Report.

- 4.19 When providing training to schools it highlights the potential for energy savings in relation to rooms used for community activities, specifically, utilising space that does not require the whole school to be heated (from central boiler plant) or lit.

Renewable Technology

- 4.20 There is no specific budget for installation of renewable energy technologies.
- 4.21 Costed photovoltaic (PV) schemes on seven buildings and two ground mounted systems were provided to Finance for evaluation in 2016/17 all of which had a payback rate of 8 years or less.
- 4.22 Funding was approved for schemes at Newbridge Leisure Centre, Risca Leisure Centre and Tir Y Berth Depot. Installation will take place in 2017/18 period. Actual scheme sizes, installation costs, energy outputs and financial savings are yet to be established.
- 4.23 In addition to the 2016/17 Wellbeing Objective priorities (focus) as outlined in this report, an additional feasibility report was prepared for the Corporate Management Team (CMT) and Cabinet (15th February 2017) to consider further carbon reduction initiatives leading into 2017/18, this was 'To seek Cabinet approval for capital budget allocations to increase the provision of solar panels at schools (£100k – 20 sites) and to pilot the use of electric vehicles for Council business (£4k – charging points)', which was fully approved.
- 4.24 Although renewables don't encourage people to reduce their consumption level, they do bring carbon and financial savings.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 Caerphilly County Borough Council (CCBC) has an annual carbon emission in excess of 26,000 tonnes which is a relatively large carbon footprint. We have an obligation to take steps to reduce and minimise our carbon emissions and strongly consider the associated negative impact on our environment. This objective has been set within the sustainable development principles as long term and our carbon reduction actions extend to 2,050 with some 'invest to save' schemes having a payback under 10 years but a technology lifespan of up to 30 years.

We are taking an integrated and collaborative approach by sharing knowledge and good practice and carrying out a wide range of training and awareness so that people know how to best use the technologies and practices available to the best effect.

We rely on and involve all employees, pupils and residents to contribute to the goal of carbon reduction as they directly influence the levels of carbon emitted within the borough. We also work carbon management advisory organisations, utility suppliers and Resource Efficient Wales (who replaced the Carbon Trust).

All our proposals for improvement have to be justified and validated and show we understand the causes in order to access funds not just to prevent but to improve carbon emissions levels.

- 5.2 Renewable energy initiatives contribute to the Well-being Goals as set out in Links to Strategy above and contribute to a number of the Council's objectives. In particular they contribute to a Globally Responsible Wales reducing the activities that promote climate change. Similarly they support a resilient Wales and offer an alternative to fossil or nuclear based energy options thus contributing to a more balanced energy mix and ensuring security of energy supplies. Renewable energy schemes reduce or remove emissions to air arising from carbon based energy or nuclear sources and therefore promotes a Healthier Wales. They can also support a Prosperous Wales by reducing the financial cost of energy and longer term offer opportunities for employment through the growth of the renewable energy sector within the county borough.
- 5.3 Energy conservation schemes are consistent with the five ways of working as defined within the sustainable development principle in the Act. They can be long term measures capable of reducing energy consumption that will assist future generations. Projects under consideration will support the development of an infrastructure which will prevent the on-going reliance on carbon based fuels in the future and facilitate the growth of the renewable energy industry.

6. EQUALITIES IMPLICATIONS

- 6.1 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.

7. FINANCIAL IMPLICATIONS

- 7.1 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.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no personnel implications from this report.

9. CONSULTATIONS

- 9.1 The result of all consultations has been incorporated into this report.

10. RECOMMENDATIONS

- 10.1 The Scrutiny Committee consider the content of this report and its Appendix, and note the progress made in meeting the actions set out in this well-Being Objective.

10.2 The Committee discuss and reach agreement on the officer judgement of 'partially successful' for this objective at this time.

11. REASONS FOR THE RECOMMENDATIONS

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

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

12. STATUTORY POWER

12.1 Local Government Measure 2009.

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Appendices:
Appendix 1 Carbon Management: Reduce our carbon footprint (scorecard)

2016/17 Wellbeing Objective

WO4 - Carbon Management: Reduce our carbon footprint

APPENDIX 1

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 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



2016/17 Wellbeing Objective

WO4 - Carbon Management: Reduce our carbon footprint

For the year 2016/17 the overall level of progress to date on this objective is deemed to be **partially successful**.



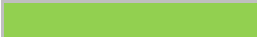
There has generally been steady progress made across most of the actions and elements of this objective.

Some actions we feel have been strengthened considerably whilst some have been sacrificed to boost those weaker areas.

Main achievements have been a strong year in invest to save projects. A good improvement in water advice and in general energy awareness activities.




The following pages will give more of an insight into what has happened in 2016/17.

Page 46




Key: The following Action RAG status, shows delivery to date as	
	Un-successful
	Partly successful
	Fully successful

WO4 - Carbon Management: Reduce our carbon footprint



Actions - Good Housekeeping

Title	Comment	RAG	Overall Status	% Complete
1. Carbon Reduction Commitment (CRC) Training	We held a Carbon Reduction Commitment (CRC) training event (June 2016) that was attended by seven head teachers: Trinant, Penllwyn, Pontllanfraith, Cwmfelinfach, Ynysddu, Bryn, and Rhiw Syr Dafydd Primary Schools. The standard CRC training pack was used which covers the main elements that are good housekeeping, invest to save, asset management and renewable technology. The training identified how head teachers can reduce cost and carbon emissions by e.g. highlighting the importance of heating and lighting to smaller sections of buildings for example evening classes, rather than heating and lighting whole buildings for small groups of occupants. Training was held at Pontllanfraith Comprehensive school in June. All main elements of energy conservation were discussed. Head teachers left better informed on how to implement change. Additional training did not occur due to a redirection of resources into Invest to save schemes and other service priorities.		Partially Completed	25
2. General awareness raising through various media formats	Over thirty separate events took place where information was disseminated through training or Intranet messages, an example being notifying staff of Welsh Water visiting Ty Penallta which has a far reaching impact. The message was displayed for a week and highlighted how staff can reduce water consumption. We provided guidance and advice to various staff across the authority, from how to read meters correctly to how to check and confirm underground water leaks. We provided Social Services with seventeen year on year consumption and costs reports for all their buildings so that they can monitor consumption. We informed Trinity Fields school of a technology called Fuel Cells, which converts gas to electricity without any combustion of the gas, which would provide financial and carbon benefits for the school. We developed and issued a guidance note that enables building managers to check for water leaks. We issued a guidance note for Christmas closedown regarding boiler timings and settings to all 90+ schools. New electricity contracts due in 2017 are subject to a change in tariffs, surrounding what the industry terms Supply Capacity, circa 20 properties affected, building managers were notified due to the impact on budgets.		Partially Completed	90
3. Training key staff eg caretakers on building energy management systems	We have provided the leisure centre managers and two team leaders a template showing how to develop and utilise an 'Energy Performance Matrix' aimed at driving progressive improvements in energy and water conservation across all leisure centres. Targeting for example electricity, gas and water consumption, training, awareness, invest to save and good housekeeping. Each of these headings should have 5 clear targets in each category, the wording of which was left for managers to finalise in accordance with each leisure centre. The matrix will be used as a way of making continual progress under the Quest Quality Standard. Benchmarking was also discussed as a way of staff monitoring progress and highlighting areas that require additional work. Penllwyn, Trinant, Ysgol Gymraeg Cwm Gwyddon Primaries and Blackwood Miners, Risca Family Centre and Islwyn Indoor Bowls were provided with Building Energy Management Systems (BEMS) training to 12 people. Greenhill Primary Ysgol Cwm Derwen Ysgol Ifor Bach was given advice on heating operation due to the absence of their caretakers. We developed and provided a water guidance note for leak detection as a number of properties reported water leaks e.g St Martins Comprehensive. Guidance issued to all schools on invoices issued pre 2014, surrounding the British Gas PLC supplier transfer to EDF in 2017, this assisted in preventing duplicate payments. All sites have been reminded to regularly read their meters, submit reading to ensure accuracy of invoices. All British Gas PLC electricity supplied sites have had their electricity billing reviewed in the last 12 months for accuracy and to facilitate supplier transfer to EDF in 2017. See also comments action 5. Guidance and advice on meter readings for pavilions was issued as a form of training as some meter reads were incorrectly taken and reported.		Partially Completed	90

WO4 - Carbon Management: Reduce our carbon footprint**Actions - Good Housekeeping**

Title	Comment	RAG	Overall Status	% Complete
4. Re-issue benchmark information to building managers	It was not possible to generate the benchmark information at this point in time, as a significant proportion of data was missing due to the long standing British Gas billing PLC issues. As at end of year 2016/17 the information was still not available to allow this activity to take place. Ad hoc benchmark information has been released where the data was available through fifteen energy audits and where they were specifically requested by building managers.		Not Met	12
5. Raise awareness on the importance of reducing energy consumption through workshops, events and training with staff and pupils in our schools	Smart meter training was provided to the caretaker at Ysgol Ifor Bach Primary school in May• Bedwas High school (head teacher) was informed of the implications of catering installing electrical catering equipment, which has a negative impact on cost and carbon for the school. • School pupil training was provided at YG Bro Altta on energy conservation to the whole school during assembly. • School pupil training was provided at Derwendeg primary on energy conservation during assembly to Key Stage 2 pupils. • In total eight individual training sessions were held at schools, promoting energy savings in schools through the prescribed PowerPoint presentation to pupils and staff. Cwmaber Infants were advised on how to reduce their carbon tax burden through reducing consumption at source. Plasyfelin Primary was provided with energy and cost data to assist with their understanding. All schools had their energy accruals calculated for budgeting purposes to lead them into 2017/18.		Partially Completed	90
6. Send monthly energy fact email to schools and Headteachers	Pre-Christmas closedown of schools message: Can you please ensure that your controls are set correctly before you break for the Christmas holiday. Your main focus should be on your heating controls to ensure your buildings are not being heated as normal. You should also consider your time controls to dedicated hot water heaters and time controls for external lighting etc. This message was sent with a visual aid showing an example of energy consumption savings over a possible closedown period. All schools were notified of energy supplier transfer in January with advice on taking meter readings. On the same email advice was provided on heating controls. Advice on invest to save project was scheduled for March but due to timing issues, (school holidays and joint release on intranet) the email was not issued until the start of May 2017.		Partially Completed	17

WO4 - Carbon Management: Reduce our carbon footprint**Actions - Good Housekeeping**

Title	Comment	RAG	Overall Status	% Complete
7. Arrange for Welsh Water to man their water awareness stall in reception of Ty Penallta office. Practical demos, technology, consumption and costs	This event took place and was very successful. Welsh Water had a stall in reception of TY Penallta all day and was available for CCBC staff and member of the public. Welsh Water was happy with the volume of people that attended the stall and are happy to return at a later date. Information was provided throughout the day and staff and residents are now better informed on how to conserve water and save on billed costs. Free home water audits took place after the event for residents of Caerphilly. See accompanying note at the end of this Fynnon report. Advice issued included E.g. report dripping taps, don't overfill kettles etc. Welsh water provided fifty free water audits to residents of Caerphilly and water conservation equipment was installed by Welsh Water free of charge as part of the audit e.g. flow reducing showerheads, tap aerator kits, hose trigger gun, save a flush device for toilets.		Complete	100
8. Issue 4 messages on the intranet focusing on water conservation practices	One message to date has been issued in relation to the Welsh Water stand, it was displayed for a week to CCBC staff. There was also a live link to Welsh Waters website where additional information is available for water conservation. See last page of dashboard report.		Partially Completed	25



WO4 - Carbon Management: Reduce our carbon footprint

Actions - Invest to Save

Title	Comment	RAG	Overall Status	% Complete
1. Consider various lighting upgrades for Primary Schools	Lighting upgrades have been considered for ten primary schools. We installed lighting at: • Pengam Primary school Cost £11,247 Carbon 6tns/yr Payback 8 yrs• Plas Y felin Primary Cost £2,937 Carbon 3tns/yr Payback 4 yrs•St Martins Phase 1 Cost £4,032 Carbon 2 tns/ Payback 7 yrs•St Martins Phase 2 Cost £10,007 Carbon 7 tns/yr Payback 5 yrs Deri primary did not have a valid payback rate on lighting. • Trinant Primary School Cost £17,882 Carbon 12 tns/yr Payback 7 yrs. we are waiting to waiting to go to tender on this project. Lighting quotes were obtained on all of the ten sites		Complete	100
2. Consider various building energy management systems	Building Energy Management Systems (BEMS) has been considered for Tredomen Gateway building and Tredomen Business and Technology Centre, both are currently under review. A BEMS system is going to be installed at St Gwladys Primary school at a cost of £5,223 with Payback over 8yrs and a Carbon Saving 5tns/yr. Libanus primary is under review.		Partially Completed	75
3. There is opportunity to replace existing street lighting lamps (90 watts) with high efficiency LED's (19 watts) units	Caerphilly Council has successfully reduced carbon emissions, light pollution and budget's by introducing energy saving measures to street lighting. Since 2009 a significant proportion of street lights across the county have been subject to energy saving measures including inter-urban part-night lighting, low energy alternatives and dimming where possible. A capital Investment fund of £980k was made available in 2015-16 which saw the replacement of a third of the council's life-expired conventional sodium lights with much more energy efficient LED retro fit gear-trays, which has resulted in a whole year, saving of £290k. The 15 month installation period has allowed the authority to assess the figures of the energy reduction, environmental savings, financial savings, material savings, maintenance costs, and light pollution figures all of which have seen a significant reduction. Maintenance costs have reduced as the new LED lighting units have life span of between 10 and 15 years which is significantly longer than the conventional sodium lighting which only lasted 3 to 4 years. Use of the more modern technology means that the lighting head design is more effectively profiled to resist severe weather conditions, is composed of more resilient materials and lighter in weight (reducing the loading risk), therefore presents a more sustainable unit due to the reduced use of heavy metal elements and noble gases, when compared to conventional types. LEDs provide substantially more value for money than their sodium predecessors. This also equates to a reduction in the amount of energy required to create and operate each light. Together with the reduction in energy usage, the better control of unwanted light into the night time environment provides a positive benefit and assists in contributing to National Government targets. Cabinet Member for Highways, Transportation & Engineering, Cllr. Tom Williams commented, "Changing the lighting has had significant benefits to the environment and we will continue to look at ways to reduce costs and create a greener and more sustainable environment for residents. The management and upkeep of street lighting is an on-going cyclical and phased function, but for the purpose of the specific priorities that were to be addressed against this action during this year, we consider this have been completed.		Complete	100


WO4 - Carbon Management: Reduce our carbon footprint

Actions - Invest to Save



Title	Comment	RAG	Overall Status	% Complete
<p>4. Other technologies being considered include, insulation, voltage correction and controls</p>	<p>Tredomen Data Centre is the highest energy user kWh/m2 across the authority. The high energy consumption is down to air cooling resulting in an annual bill of circa £187k. A Resource Efficient Wales study has confirmed CCBC views that by implementing better Air Flow Management, Cold Aisle Containment and utilising free cooling, the authority could save £48k per year on the annual bill. The investment will cost £220k, payback in less than five years and provide annual carbon savings of 221 tonnes per year. Funding was sought from Finance/Cabinet/CMT. A more in-depth feasibility study was scheduled but has now been postponed whilst future building plans are being evaluated. All LAEF schemes installed in 16/17:</p> <ul style="list-style-type: none"> • St Cenydd Comprehensive CRT Monitor - Cost £1,608, Payback 7 years, Carbon saved 1.5tns • St Gwladys primary – BEMS - Cost £5,223, Payback 8.6 years, Carbon saved 5tns • Newbridge Pool - LED Lighting - Cost £32,247, Payback 5.5 years, Carbon saved 25tns • Plas Y Felin Primary – LED Lighting - Cost £2,937, Payback 6.2 years, Carbon saved 4tns • Caerphilly LC – Hall Lighting - Cost £12,764, Payback 7.7 years, Carbon saved 9tns • TY Penallta - LED Lighting (Phase 1) - Cost £117,701, Payback 7.2 years, Carbon saved 65tns • Pengam Primary School – Led Lighting - Cost £12,744 , Payback 8.9 years, Carbon saved 6tns • St Martins Phase 1 – LED Lighting - Cost £4,032, Payback 6.7 years, Carbon saved 2tns • St Martins Phase 2 – LED Lighting - Cost £10,007, Payback 5.4 years, Carbon saved 7tns <p>Lighting installed is Light Emitting Diode (LED) options which is the most carbon and cost friendly formats available. Viable projects considered but not undertaken include Lewis Girls Cost £86k, Carbon 59tns/yr Payback 8 yrs and St Cenydd Comprehensive School Cost £31k, Carbon 34tns/yr Payback 4 yrs.</p>		Complete	100
<p>5. Promote the understanding and the benefits of water conservation</p>	<ul style="list-style-type: none"> • Rhymney Day Centre site survey, raising awareness on water consumption and general advice for conservation. • Senghenydd Youth and Llanbradach Community centre, provision of general water metering advice • Hendre Park leak detected and water rebate arranged. Advice and assistance provided to the following properties in order to recover water bill rebates on leaks: Pontlottyn Primary £4,558 TY Penallta £2,300 Trigfan social services office £70 Lewis Girls Comprehensive £9,246 Ty Pontllanfraith £400 Brondeg day centre £1,850 <p>15 Energy audits generated had a dedicated section on water conservation. Welsh Water manned a stall within Ty Penallta to promote water conservation and this was advertised along with water conservation guidance on the intranet.</p>		Complete	100

WO4 - Carbon Management: Reduce our carbon footprint

Actions - Invest to Save


Title	Comment	RAG	Overall Status	% Complete
6. Raise awareness on water conservation at 20 buildings by undertaking water audit. Issue findings to managers. defective fittings, cisterns, controls and indicate costs to remedy findings	15 Energy and Water Audits were completed. Including TYB depot and Senghenydd Youth Centre. Off the back of these audits, we were able to advise TYB facilities to not install a second water supply to site and advise better controls on the vehicle wash to minimise the impact of water pressure drop to one of their buildings. Water savings advice has been issued separately to the energy audits on the intranet, via individual emails to building managers and via the leak guidance note. On site advice has also been provided on leaks such as St Martins Comprehensive school.		Partially Completed	75

Actions - Asset Management

Title	Comment	RAG	Overall Status	% Complete
1. There are likely to be numerous properties considered for sale or disposal which may bring some carbon savings	CCBC has already closed a major office. There are plans to close three aging comprehensive schools and replace with one new energy efficient high school and similarly we have two primary schools being replaced with one new efficient school in December 2017. We are also raising awareness by reporting energy performance in the annual State Of The Estate Report, which is an internal report for the Corporate Management Team to be completed Summer 2017.		Partially Completed	90
2. 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	This was covered during the CRC training mentioned above. It was also discussed during the Building Energy Management System (BEMS) project for St Gwladys school in relation to zoning of heating for parts of the school. The importance of metering and billing was explained to the Economic Development officer for Tredomen Innovation and Gateway buildings as, billing information would better inform occupiers of the building how to reduce energy consumption. In total five BEMS training events were held. Staff also attended the eight school training events using the prescribed presentation .Guidance and advice provided to numerous sites in relation to water leak detection and repair. Advice was provided to Bedwas High head teachers in relation to new catering equipment being installed by the catering department.		Partially Completed	80

WO4 - Carbon Management: Reduce our carbon footprint

Actions - Renewable Technology

Title	Comment	RAG	Overall Status	% Complete
1. Opportunities exist for further PhotoVoltaic (PV) installations. Some key buildings will be reviewed for suitability, consideration, and installations where proven to be cost effective	The following schemes have been presented to Finance for consideration of funding under the 2016/17 carbon initiatives budget. For Cabinet/CMT to consider:- Caerphilly LC cost £43K, Simple profit £61k Payback 8 yrs. 12 tns/yr carbon Blackwood Comp cost £70K. Simple profit £108k Payback 8 yrs. 21 tns/yrCwrt Rawlin cost £65K. Simple profit £105k Payback 8 yrs. 21 tns/yr Newbridge LC cost £70K. Simple profit £96k Payback 8 yrs. 21 tns/yrRisca LC cost £70K. Simple profit £105k Payback 8 yrs. 21 tns/yrTYB depot cost £56K. Simple profit £105k Payback 7 yrs. 19tns/yr Tredomen Data Centre cost £70K. Simple profit £94k Payback 8 yrs. 21 tns/yr Ground mounted system at Risca Comprehensive and a canopy over the car park at Ty Penallta were considered but not financially viable, as the Feed In Tariff is considerably lower than roof mounted schemes. From the above funding was approved late in 2016/17 for Newbridge Leisure Centre, Risca Leisure Centre and Tir Y Berth Depot. Installation will take place in 17/18 period. Caerphilly Solar Schools Project installed 6 schemes rated at 4 kW during 2016/17. This brings the total number of 4kW systems installed on schools up to 28.		Complete	100
2. Further promote internally the benefits and understanding of the renewable technology at the Carbon Group and possibly other forums such as School Budget forum	Due to workload re prioritisation the Carbon Group did not meet.		Not Met	0

WO4 - Carbon Management: Reduce our carbon footprint

How much did we do?

Title	Actual	Target	Intervention	RAG	Result 12 months ago	Comment
1. The number of CRC training events delivered	1	4	2	Red	2	One CRC training event was delivered. resources redirected to Invest to Save projects and to other service priorities.
2. The number of building Energy Audit Report completed and handed over to building Managers	15	25	12	Yellow	12	15 Energy and water audits were completed. Resource was redirected to the generation of Display Energy certificates.
3. 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. Reported to Carbon Group	0	12	7	Red	7	See page 9 action 2 Comment.
4. The number of Street Lights converted to Light Emitting Diode (LED) format	1255	1255	1000	Green	8142	Since the start of the lamp replacement programme, a total of 10,453 lamps have now been converted to LED's.
5. The number of workshops and events held with schools as part of the Eco Schools programme	36	45	30	Yellow	77	Target reviewed July 2016. The overall aim of this activity, is to reduce the numbers over time, creating self-sufficiency.
6. The number of training sessions, using the prescribed presentation "Energy Savings In Schools", delivered to schools	8	8	6	Green	11	See Page 3 action 3 comments.

Page 54

WO4 - Carbon Management: Reduce our carbon footprint**How well did we do it?**

Title	Actual	Target	Intervention	RAG	Result 12 months ago	Comment
1. Display Energy Certificate (DEC) - The number of 'Advisory and Recommendation Reports' generated and delivered to building managers (7 yr cycle)	49.00				14	No formal target set. Numbers are decided by those properties that require new/renewed DEC's
2. Total lifetime energy savings (kWh/yr) resulting from the street lighting conversions	340412.00	340412.00	245096.00		2,208,476.00	A total annual savings of 2,835,324 kW/yr has been achieved from the total of 10,453 lamp conversions since the start of the replacement programme. Over the expected 10 yr lifetime a total energy savings is anticipated to be 28,353,240 kWh.
3. % of schools with the highest (green flag) award under the Eco Schools programme as at 31st March	81.00	87.00	80.00		81	The annual result was 73 schools (81%)
4. The number of our schools which achieve a Platinum award under Eco Schools	34.00	34.00	28.00		22	Target reviewed July 2016 and profiled over the year to a total of 34.
5. Spend 75% of the available (Invest to Save - LAEF/Salix) budget in any given year	100.00	75.00	50.00		N/a	2016/17 was one of the best years CCBC has had within the scheme for invest to save projects. The target was exceeded.

WO4 - Carbon Management: Reduce our carbon footprint

Is anyone better off?

Title	Actual	Target	Intervention	RAG	Result 12 months ago	Comment
1. Annual carbon emission savings (Tonnes of CO2) from Council buildings - Resulting from LAEF schemes that have been implemented	127.00				85.29	No formal target set. Determined by qualifying and validated projects as approved. The PI result here, shows potential 'annual savings' (reductions in emissions) of the technologies invested in, within this year. The only Invest to Save Scheme completed during this period is for replacement computer monitors at St Cenydd Comprehensive School, cost £1,608, annual kWh saved 2,654, annual saving £275 and payback of 6.9 years.
2. The lifetime carbon saved on converting to high efficiency street lighting (tonnes/year)	140.00	140.00	100.00		1,091.00	The 2016/17 result is based on 1255 lamp conversions completed during the year. This is in addition to the previous year's lamp conversions, which now amount to a total of 10,453 since the start of the replacement programme. The anticipated lifespan of such conversions is expected to last 10 years. The unit savings of 65 watts per fitting is therefore, likely to give the authority a total annual carbon reduction/saving of approx. 1,373 tonnes/year or 13,734 tonnes over 10 years.

Intranet Website - Information Bulletin:

Water Conservation Awareness

The council is committed to conserving water and have various water saving products installed in our building to minimise the amount of water we consume.

On **Tuesday 9th August** Welsh Water will be visiting Penallta House to offer advice and guidance to staff on how to further reduce our water consumption at work.

The good news is that there are many simple things you can all do at work to reduce the amount of water we use, such as:

- S Don't overfill your kettle, only use as much water as you need
- S Make sure your overflows on buildings and toilets are not running
- S Report any dripping taps to enable repair and don't leave them running longer than necessary when you use them
- S Request a push tap if you don't have them in your toilets
- S Make sure all urinals have flush controls on them
- S Invest in water efficient equipment
- S And remember, a meter reading is often the only way to identify underground leaks!!!



Of course, it is equally important that we conserve water at home. Taking showers instead of baths, turning the tap off when brushing our teeth, and using spray guns on hosepipes, are just some of the ways we can all reduce our water consumption and save money.

During the session, Welsh Water is also offering 50 free water audits to staff and residents of Caerphilly CBC. A Welsh Water engineer will visit your home to discuss your water usage with you, take a water meter reading and survey your bathroom, toilets and kitchen. The engineer will then fit a selection of water saving products from the following:

- S Aquair showerhead – Reduces your shower flow without reducing the performance
- S Tap Aerator Kit – Turns your taps into water efficient outlets with a flow rate of 5 litres per minute.
- S Hose Trigger Gun – You don't have to waste water when hosing your garden with this clever device.
- S Save-A-Flush Device – Reduces the amount of water your toilet uses by when flushing.

If you are not able to visit the stall, a web link to Welsh Water will be made available here from Tuesday. The offer is available until the 12th August.

Shared web-link



Dwr Cymru Welsh Water is offering residents of Caerphilly a free water saving home audit.

Our engineer will visit your home, discuss your water usage with you, take a water meter reading, survey your bathroom, toilets and kitchen and then fit a selection of water saving products from the following:

- Aquair showerhead – Reduces your shower flow without reducing the performance
- Tap Aerator Kit – Turns your taps into water efficient outlets with a flow rate of 5 litres per minute.
- Hose Trigger Gun – You don't have to waste water when hosing your garden with this clever device.
- Save-A-Flush Device – Reduces the amount of water your toilet uses by when flushing.

To apply for a Free Home Water Audit simply visit:
www.aqualogicwc.co.uk/store/dcww/home-visits/

Add the product to your cart and check out, then a member of our team will call you to confirm a convenient time for the visit.





REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 4TH JULY 2017

SUBJECT: UPDATE ON THE TASK AND FINISH GROUP REVIEW OF THE OPERATION AND MANAGEMENT OF HIGHWAY OWNED COUNCIL CAR PARKS

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

1. PURPOSE OF REPORT

- 1.1 To consider the findings to date and agree the next stage of the review by the Scrutiny Committee Task and Finish Group set up to examine the operation and management of highway owned council car parks.

2. SUMMARY

- 2.1 This report outlines the work undertaken by the task and finish group and seeks views of the Regeneration and Environment Scrutiny Committee in respect of completing this project.

3. LINKS TO STRATEGY

- 3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation.
- 3.2 This review of Highway owned car parks within Caerphilly County Borough contributes to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2015:
- A prosperous Wales
 - A Wales of cohesive communities
 - A globally responsible Wales

4. THE REPORT

- 4.1 The Regeneration & Environment Scrutiny Committee endorsed a proposal at its meeting on 29th March 2016 to establish a task and finish group to consider the operation and management of highway owned council car parks within Caerphilly County Borough.
- 4.2 The report to the Scrutiny Committee suggested that the task and finish group consider the following questions:
- What are the main objectives for the Council in applying parking charges in the Council's Highway owner car parks?

- Is the current parking regime and parking tariffs across the borough still appropriate to meet these objectives?
- Is the application of current legislation still appropriate?
- Is the current enforcement regime still appropriate to meet the Council's objectives?
- Is the current level of provision and use of the CCTV system still appropriate?
- Is the current level of provision across the towns and villages still appropriate?
- Is the current parking regime and parking tariffs across the towns and villages still appropriate to meet the Council's requirements?
- Are the current concessions for traders still appropriate?
- Should free parking concessions be introduced?
- Should tickets be transferable?
- Does the current use of resident and business permits remain appropriate?
- Is the current approach to trading, markets and events still appropriate?
- Should there be concessions for schools?
- Is the current proposal for a concession for disabled users still appropriate?
- Is the current payment method still appropriate?
- What alternative/additional payment options should be considered for the future?

Membership

4.3 The following members were appointed to the task and finish group, in the first instance:

Councillor L Aldworth
 Councillor J Bevan
 Councillor N Dix - Chair
 Councillor C Elsbury
 Councillor R Gough – Vice Chair

4.4 However subsequent to this Cllr N. Dix, having resigned from the Labour Group was no longer a member of the scrutiny committee. The scrutiny committee were also informed that because of the size of the group there were instances where only three members were in attendance at meetings. Therefore Regeneration and Environment Scrutiny Committee were asked to nominate additional members to the group. The additional nominees were:

Councillor M Adams
 Councillor L Harding – subsequently withdrew.
 Councillor D Price

4.5 Following the appointment of the additional members, Cllr N Dix re-joined the task and finish group having formally joined the Independents group and being appointed to the scrutiny committee.

FINDINGS

4.6 The Task and Finish group agreed at its first meeting the Terms of Reference for the review would be as follows:

‘to determine if the current strategy and regime for the management and operation of the Councils Highway owned off street car parks is still appropriate and what alternative options should be considered in future.’

4.7 The review group agreed at its first meeting that the methodology for the review would be as follows:

- Site Visits to car parks over 25 spaces.
- Workshop – enforcement, existing provision, concessions & restrictions, payment methods.
- Meeting to hear evidence from invited external witnesses.
- Meeting to conclude and form recommendations.

OVERVIEW

- 4.8 Since 1996 Highway owned car parks have increased due to initiatives linked to public transport and regeneration in Town centres. A total of 83 public off-street car parks are managed by Engineering services these are listed in Appendix 1.
- 4.9 The main towns and villages and the car parks are listed in the following table:

Location	No. Free Car Parks (spaces)	Pay and display (Spaces)	Park and Ride	Other
Bargoed	4 (196)	2 (68) *season tickets available	1 (89)	Supermarket (390) – free 3 hours
Blackwood	1 (11) Limited 1 (25) 2 (20) Residents only	9 (546) *season tickets available	nil	Retail car parks, 1 free car parking for 2 Hours
Caerphilly	1 (6)	4 (272) *season tickets available	1 (270) (split 185 CCBC/85 Arriva Trains Wales))	1 Retail (540) – restricted hours
Nelson	1 (35)	nil	nil	nil
Newbridge	5 (67)	nil	1 (75)	nil
Risca	4 (124)	nil	nil	nil
Ystrad Mynach	nil	1 (64) *season tickets available	1 (93)	Retail parking outskirts of village

Site Visits

- 4.10 The task and finish group agreed to carry out site visits to car parks with more than 25 spaces and made the following comments:

Car Park	Spaces & Occupancy	Members Comments
Energlyn and Churchill Park (park and ride)	18 spaces with 100% occupancy	Members agreed that the car park is small and well used, there is land adjacent owned by the local authority which allow the car park to be expanded
Aber	130 spaces with 85% occupancy	Members noted that despite spaces being available in the car park that commuters were still parking closer to the train station in the lane close to the scout huts. This is an issue for local residents
Caerphilly Station (park and ride)	185 spaces with 90% occupancy	Members noted that the CCBC owned car park is utilised by local shoppers and local workers in the Town Centre, limiting availability for commuters

Crescent Road, Caerphilly	190 spaces with 55% occupancy	Members considered both the short stay and long stay areas of the car park. It was suggested that introducing a season ticket for workers might release spaces in the park and ride, particularly if charging were introduced in the park and ride
Pontymister –car parks at: 1. Herbert Street 2. Risca train station	1. 38 spaces/25% occupancy ; 2. 93 spaces/30% occupancy	Both car parks have very low usage, Members did not see any benefit to introducing charging at the park and ride station.
Risca – 1.Tredegar Terrace 2. Longbridge	1. 64 spaces/15% occupancy 2. 37 Spaces/70% occupancy	Members considered the low use at Tredegar Tce and felt that the distance from the main street was a factor. Longbridge car park has a higher occupancy of around 70%.
Newbridge – park and ride	75 Spaces / 40% occupancy	Occupancy may increase once track dualling on the railway has been completed
Blackwood – 1.Bus Station 2.Market Traders	1. 55 spaces /20% occupancy 2. 25 spaces/20% occupancy	Members noted the low usage of the Bus Station car park which averages 20% occupancy, queried whether offering 1-2 hours of free parking would increase usage and also alleviate pressure on other car parks.
Ystrad Mynach – park and ride	65 spaces/100% occupancy	This car park is under significant pressure but there is a risk that introducing charging would cause further problems in nearby streets.
Hengoed – park and ride	55 spaces/100% occupancy	This also has limited opportunities to expand. Members felt that introducing charging may impact on parking in side streets
Bargoed – 1. Park and ride 2. Hanbury Road 3. Emporium	1. 89 spaces/90% occupancy 2. 114 spaces/75% occupancy 3. 44 spaces/ 25% occupancy	Park and Ride made up of commuters and local workers. Members felt that introducing charging would help to free to spaces for commuters. An alternative would be for car parking tickets to be linked to purchase of train tickets.

Welsh Government Report ‘Relationships between car parking charges and town centre footfall’.

4.11 The task and finish group were provided with information from the report commissioned by Welsh Government ‘Relationships between car parking charges and town centre footfall’. The main points highlighted in the report stated:

- Charging for car parking is a complex issue. It is only one aspect of a complex interplay of factors influencing willingness to travel by car, time and money spent, and business activity in town centres. It is very difficult to separate the influence of car parking charges from other factors.
- Car park charging is often perceived, particularly amongst businesses, as being a key determinant for changes in footfall levels in town and city centres. Over three-quarters of the business owners / workers interviewed suggested that car parking options have an impact on the number of people coming into the town centre and therefore on their

custom. However, the available evidence almost entirely anecdotal.

- Beyond anecdote, there is very little published evidence which links changes in car park charges to changes in town centre footfall. Local Authorities and other stakeholders similarly rely mostly on anecdote when relating car park charges to footfall. However, their feedback does suggest that a relationship exists.
- Visitors to town centres suggested that car park charges impact on how long they remain in the centre and, consequently, how much they spend whilst there. However, the general availability of spaces is felt by visitors to be more important than cost in their overall decision about visiting. Traffic flow and parking signage are felt by visitors to have the same, if not greater, effect on their decision to visit the town centre, how long they spend there, and how much money they spend.
- Out of town developments were unanimously cited as being at least partly responsible for having a detrimental impact on footfall and business trade in the town and city centres. The fact that most of these developments offer free parking was felt to give shoppers a reason to go to them over town or city centres.
- Whilst a 'blanket' free parking strategy has been suggested to encourage more car park users, these were generally found not to benefit target visitors (for example, the spaces were used primarily by town centre workers who were taking up the spaces all day, rather than shoppers) and consequently had an unexpectedly negative impact on footfall.
- Some stress the importance of finding a compromise between generating sufficient parking revenue and keeping charges at a rate that will not alienate shoppers and drive them out of the town or city centre.
- Town centre economies are highly localised and are hyper-specific. Towns are very different economically; different factors are at play across locations. Parking strategies will need to be tailored to local areas to maximise the impact on footfall.

4.12 The Welsh Government report recommended that:

- Car park charging should not be viewed in isolation from other factors (availability of parking, signage, traffic flow) which affect willingness to drive in town centres. An overall systemic approach could be taken to examine this complex interplay, rather than one aspect of it.
- Local Authorities should be encouraged to consider the impacts of car parking charges in the broadest possible sense, particularly if their primary goal in changing them is to generate revenue. They should engage with key stakeholders involved in the local economy when changing their car park charges, for example business owners, shoppers, council members etc. This is key to ensuring the optimum charging strategies are adopted.
- Local Authorities should be encouraged to collect more robust data on the impact of car park charging in their areas. This will help further planning around car park charging, both at the local and national level.

Charging

4.13 The review group considered the original information reported to the Regeneration and Environment Scrutiny Committee on 29th March 2016, which gave detailed information on car parking charges and income received. The breakdown of charges and income is attached at Appendices 2 and 3 respectively.

4.14 Members were informed that the overall income received for the last five years (net of VAT) is as follows:

- 2012/13 - £656003
- 2013/14 - £701827
- 2014/15 - £721367
- 2015/16 - £702357
- 2016/17 - £528151 (as at 28 September 2016)

Charging Criteria

- 4.15 Members considered if charging were to be introduced across all car parks if a criteria should be developed and applied. The group discussed including the following in the criteria:
- The purpose of the car park.
 - The demands upon the area.
 - Whether parking is a long term or short term requirement.
 - If there should be a consistency of approach.
 - Cost of enforcement and impact on resources such as staff.

Pay and Display

- 4.16 The review group discussed examples of car parks where charges vary, such as Blackwood and the Twyn in Caerphilly and asked if the higher cost to park is achieving the aim of ensuring spaces are available throughout the day. The group were assured that it does work and the car parks are busy all day. Members stated that as a result of the charges people who work in local businesses will park in free car parks (if available) or in side streets.
- 4.17 The number of car parks available will also have an impact in town centres, Ystrad Mynach for example has only one pay and display car park, which has an impact upon parking on the high street. Members agreed that consideration has to be given to charging versus control of parking.

Events

- 4.18 The review group queried use of car parks for events and loss of income, such as the Twyn for markets. They established that it depends on the purpose, if it is for community use it can be accommodated, but if it is purely commercial it cannot. Members expressed concern that veterans have to pay on Remembrance Sunday at the Twyn car park and would like to see this addressed or consider if we need to charge on Sundays.

Free Car Parks

- 4.19 The review group queried the history and background to provision of free car parks in some town centres, and commented that free car parking doesn't encourage car turnaround. Members discussed car parks at Risca, which are across two sites and are free of charge, with one car park significantly under used. There are also car parks located in local supermarkets which are currently free without any restrictions. However should parking fees be introduced at council owned car parks this could impact on the demand for free spaces at the supermarket car parks and as a result in the introduction of restrictions. There could also be an impact on side streets in residential areas.
- 4.20 Members noted that the free car park at Hanbury Road Bargoed is usually full, and were informed that this has been linked to the regeneration of the Town. The Blackwood example of free spaces in ASDA was highlighted, which appears to work alongside car parks that charge.

Park and Ride

- 4.21 Members expressed concern that introducing charging at Park and Ride car parks could have an impact on parking in side streets in local areas. In addition consideration of the impact of City Deal and the Metro will increase the demand for park and ride spaces. These sites need to be future proofed to ensure that they are for the use of commuters only. The Park and Ride car parks at Bargoed and Caerphilly are close to the Town Centres and because they are currently free both members of the public and workers use the car parks in order to access the Towns.

- 4.22 Members considered that charging at these sites would discourage use by these groups of people and suggested that installing pay and display machines that link to the purchase of train tickets should be considered.

Changes to Charging

- 4.23 Members considered the possibility of offering an initial free parking period within certain car parks and agreed that usage, possible timings and any displacement effects would need to be considered.
- 4.24 Members discussed offering 2 hours free car parking at some sites, such as Blackwood in order to address the disparity with other locations, with the aim of increasing town centre footfall.
- 4.25 Payment options and methods, including updating ticket machines to allow phone and card payments was also discussed and Members considered that an alignment between rail travel tickets and parking tickets at park and ride car parks would be beneficial to ensure appropriate usage.

Concessions

- 4.26 A Member informed the group of long standing issues at Crescent Road Caerphilly, next door to the school. Parents were parking in adjacent residential areas and an informal arrangement was reached whereby parents were allowed to park in the car park for a short period of time without charge, which has helped to alleviate the issue. However the Member acknowledged that there were often misunderstandings or miscommunications over the nature of the use with some parents. It was agreed that any measure that takes cars away from residential parking into a designated car park was welcomed, however there needed to be an agreed and properly managed system to govern the current 'ad hoc' use, which should then be applied consistently.
- 4.27 The Task and Finish Group agreed that this should be considered as part of the review and that criteria would need to be developed, permits issued for the appropriate designated car park and these should be organised and managed by the schools in question.
- 4.28 Councillors agreed that the introduction of business permits or reduced rates for weekly tickets or all day parking instead of free spaces should also be considered for business use.

Maintenance and Running Costs

- 4.29 Members felt that consideration should also be given to the cost of maintaining car parks, such as cleansing, CCTV etc. The group asked what contribution was made by Arriva Trains Wales towards the cost. It established that some are owned by railway and others were part funded by Welsh Government.
- 4.30 There is no capital programme for car parks and a full condition survey would be implemented with a view to developing a rolling maintenance programme. The survey would look at past spends and enable engineers to look forward to future needs. It was accepted that the practice at some car parks had evolved over time and there was a need to develop an overarching regulation and management system if parity of provision were to be achieved. The possible reinvestment of any surplus income and any addition investment or funding stream opportunities from Welsh Government was discussed.
- 4.31 Members agreed that they wished to achieve a planned and managed maintenance programme for car parks and agreed that in order to agree a capital works programme the outcome of the condition surveys would be required. The review group were informed that income from car parks cannot be used elsewhere. Therefore Members suggested that surplus income is reinvested into existing car parks such as Energlyn and Hengoed Park and Ride to increase the number of available spaces but recognised Hengoed would be difficult.

- 4.32 Members suggested that surplus land at some car parks be sold to generate funds to be re-invested into capital works
- 4.33 Members considered the expenditure in respect of car parks and were surprised that significant costs were incurred in respect of NNDR – in 2015/16 there was a charge of £134,146.38 for general car parks and an additional £18,207.55 in respect of Park and Ride car parks. The revenue and capital costs for the previous 5 years were established as follows:

Year	Revenue Costs	Capital Costs
2012/13	£375,202	No details
2013/14	£377,379	£33,789
2014/15	£418,295	£7,846
2015/16	£414,648	£54,719
2016/17 to date (January 2017)*	£446,340	£54,719

*2016/17 costs include £48k in respect of Car Park Asset Management & Review Project.

External Witnesses

- 4.34 The task and finish group decided to seek the views of external partners in on the remit of the group and invited, Town and Community Councils, Town Centre Management Groups and Caerphilly Business Forum to nominate speakers or submit written evidence. The letter explained the purpose of the review group and included a copy of the original report to Regeneration and Environment Scrutiny Committee in March 2016.
- 4.35 The original meeting to hear the evidence was planned for October 2016, however due to the changes in membership at that time this meeting was cancelled and was eventually held in March 2017.
- 4.36 There were a number of responses to the invitation from the task and finish group and the group were able to accommodate all requests to speak, from the following organisations:
- Bargoed Town Council
 - Bargoed Town Centre Management Group
 - Blackwood Town Council
 - Caerphilly Town Council
 - Caerphilly Town Centre Management Group
 - Gelligaer Community Council – Hengoed and Ystrad Mynach areas.
 - Risca Town Council
- 4.37 A detailed summary of the evidence submitted is attached at appendix 4, the main issues identified were:

Bargoed

- Detrimental impact if charging introduced upon Town Centre.
- Consider offering employees working in town free or reduced parking fees.
- Impact on side streets if parking charges introduced in Hanbury Road.
- Consider introducing pay and display in park and ride car park.
- Safety concerns due to illegal parking on high street, could worsen if charging introduced.

Blackwood

- Fairness an issue, Blackwood paying largest amount of parking income,
- Want council to offer 2 hour free parking to shoppers, particularly before Christmas.
- Short term free parking in Bus Station parking for Library, cash office location.

- The impact of the loss of Somerfield site parking may increase parking on high street.
- Request for staff parking permits or concessions.
- Consider introducing new parking payment machines to accept card payments.

Caerphilly

- Concern for employees working late into night in town centres, lighting, CCTV.

Ystrad Mynach

- Lack of parking in town, despite the demand, need to expand car park.
- 2 hours free parking and permits for parents at school drop off times.
- 15 minute leeway after time expiry, issue for those using GP surgery.

Hengoed and Pengam

- Strongly opposed to introduction of parking charges at park and ride – impact on side streets.
- Pengam Park and Ride full to capacity and needs more space.
- Hengoed Park and Ride close to Community centre and gives safe environment to park for users.

Risca

- Keep current provision and consider improving signage.

Next Steps

4.38 In order to complete the review the group would need to meet and consider the evidence gathered and come to conclusions and form recommendations. However as there are only two task and finish group members remaining (that have been involved throughout) and they do not consider that they are in a position to complete the review.

4.39 The Scrutiny Committee are asked to consider the following options;

Option 1

Regeneration and Environment Scrutiny Committee accept the task and finish group report and form its own conclusions and recommendations.

Option 2

Reconstitute the task and finish group with new membership to complete the review.

Option 3

Terminate the task and finish group with no further action.

Option 4

Revisit the task and finish group at a later date once civil enforcement is determined and revise the terms of reference accordingly.

5. WELL-BEING OF FUTURE GENERATIONS

5.1 This report contributes to the well-being goals as set out in links to strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act in that Members reviewing car parks within the county borough should consider the goals of a prosperous Wales, a Wales of cohesive communities and a globally responsible Wales.

6. EQUALITIES IMPLICATIONS

6.1 This report is for information purposes, so the Council's EqIa process does not need to be applied.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications in this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications in this report.

9. CONSULTATIONS

9.1 There are no consultation responses that have not been contained in this report.

10. RECOMMENDATIONS

10.1 Members are asked to consider and agree option 1, 2, 3 or 4 as detailed in 4.39.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To determine the way forward for the task and finish group.

12. STATUTORY POWER

12.1 Section 21 of the Local Government Act 2000.

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Terry Shaw, Head of Engineering Services
Marcus Lloyd, WHQS Deputy Head of Programmes
Clive Campbell, Transportation Engineering Manager
Dean Smith, Principal Engineer (Traffic Management)

Background Papers:

Regeneration & Environment Scrutiny Committee Report 29th March 2016

Welsh Government Report – Relationships between car parking charges and town centre footfall

Appendices:

Appendix 1 List of Highway Owned Public Car Parks

Appendix 2 Current Parking Tariffs (Introduced in 2010)

Appendix 3 Monthly/annual income from ticket sales for all car parks for financial years 2010/11 - 2014/15

Appendix 4 Evidence Session - Speakers Main Action Points

LIST OF HIGHWAY OWNED PUBLIC CAR PARKS

Item	Location	Car Park Name	Charges	Bays	CCTV
1	Aberbargoed	Pant Street	Free	12	-
2	Abercarn	Bridge Street	Free	15	-
3	Abercarn	Dan-y-Rhiw Terrace	Free	8	-
4	Abercarn	Gwyddon Road	Free	10	-
5	Abertysswg	Walter Street	Free	44	-
6	Bargoed	Bargoed Station	Park & Ride (Free)	89	-
7	Bargoed	Bus Station	Free	18	-
8	Bargoed	Emporium	Pay and display & season ticket	44	yes
9	Bargoed	Bristol Terrace	Free	12	-
10	Bargoed	Gateway	Free	30	-
11	Bargoed	Hanbury Road	Free	114	yes
12	Bargoed	Restaurant Site	Free	34	-
13	Bargoed	St Gwladys	Pay and display & season ticket	24	yes
14	Bedwas	Bridgend Inn	Free	25	-
15	Bedwas	Church Street	Free	12	-
16	Blackwood	Bus Station	Pay and display	45	yes
17	Blackwood	Cliff Road	Pay and display & season tickets	89	yes
18	Blackwood	Court House	Pay and display & season ticket	37	-
19	Blackwood	Gordon Road	Season ticket for residents only	9	yes
20	Blackwood	Highland Terrace	Season ticket for residents only	10	-
21	Blackwood	High street	Pay and display	188	yes
22	Blackwood	Libanus Road	Season ticket for residents & non residents only	20	-
23	Blackwood	Market Traders	Pay and display	21	yes
24	Blackwood	Montclair avenue	Free	25	-
25	Blackwood	Red Lion	Free (Limited waiting - 2 hours)	11	-
26	Blackwood	Thorncombe 2	Pay and display & season ticket	35	yes
27	Blackwood	Thorncombe 3	Pay and display & season ticket	69	yes

Item	Location	Car Park Name	Charges	Bays	CCTV
28	Blackwood	Wesley Road	Pay and display	28	yes
29	Blackwood	Woodbine Road	Pay and display	34	yes
30	Caerphilly	Aber Station	Park & Ride (Free)	130	-
31	Caerphilly	Bedwas Road	Pay and display & season ticket	18	-
32	Caerphilly	Caerphilly Station	Park & Ride (Free)	270	-
33	Caerphilly	Crescent Road	Pay and display & season ticket	168	yes
34	Caerphilly	Energlyn & Churchill Park	Park & Ride (Free)	15	-
35	Caerphilly	Lawrence Street	Free & Season tickets (Limited waiting - 2 hours)	14	-
36	Caerphilly	Station Terrace	Pay and display & season ticket	24	-
37	Caerphilly	Twyn	Pay and display	62	yes
38	Caerphilly	White Street	Free	10	-
39	Cefn Fforest	Waunborfa Road	Free	16	-
40	Crosskeys	Gladstone Street	Free	40	-
41	Crumlin	Crown Street	Free	12	-
42	Crumlin	Kendon Road	Free	13	-
43	Crumlin	Pen-Y-Fan	Free	40	-
44	Cwmfelinfach	Alexandra Road	Free	25	-
45	Cwmfelinfach	Commercial Buildings	Free	25	-
46	Cwmfelinfach	Maindee Road	Free	10	-
47	Fleur-de-lis	Ivor Street	Free	30	-
48	Hengoed	Hengoed Station	Park & Ride (Free)	45	-
49	Llanbradach	Station Road	Free	20	yes
50	Llanbradach	Station Road	Free	13	-
51	Machen	Siloam Hill	Free (Limited waiting - 1 hour)	4	-
52	Machen	The Crescent	Free	55	-
53	Markham	Bryn Road	Free	12	-
54	Nelson	Dynevor Terrace	Free	35	-
55	Newbridge	High Street	Free	25	-
56	Newbridge	Meredith Terrace	Free	10	-

Item	Location	Car Park Name	Charges	Bays	CCTV
57	Newbridge	Newbridge Station	Park & Ride (Free)	75	yes
58	Newbridge	Pantside Cottages	Free	6	-
59	Newbridge	Victoria Terrace	Free	12	-
60	Newbridge	West View	Free	14	yes
61	New Tredegar	Dyffryn Terrace	Free	26	-
62	New Tredegar	Jubilee Road	Free	6	-
63	New Tredegar	Morgan Street	Free	12	-
64	Oakdale	Pen-Rhiw Avenue	Free	15	-
65	Pengam	Pengam Station	Park & Ride (Free)	155	yes
66	Pontllanfraith	Bryn Lane	Free	10	-
67	Pontllanfraith	Sir Ivors Road	Free	42	-
68	Pontymister	Foundary Road	Free	20	-
69	Pontymister	Herbert Avenue	Free	38	-
70	Pontymister	Mill Street	Free	22	-
71	Pontymister	Risca Station	Park & Ride (Free)	87	yes
72	Rhymney	Lower Row, Bute Town	Free	6	-
73	Rhymney	Rhymney Station	Park & Ride (Free)	23	-
74	Risca	Longbridge	Free	37	-
75	Risca	Raglan Street	Free (Lorry parking permitted - 2 long bays)	6	-
76	Risca	Rifleman Street	Free	17	-
77	Risca	Tredegar Terrace	Free	64	-
78	Senghenydd	Commercial Street	Free	15	-
79	Trethomas	Navigation Street	Free	30	-
80	Wattsville	Islwyn Street	Free	10	-
81	Ynysddu	High Street	Free	25	-
82	Ystrad Mynach	Oakfield street	Pay and display	64	yes
83	Ystrad Mynach	Ystrad Station	Park & Ride (Free)	93	yes

TABLE SHOWING CURRENT PARKING TARIFFS

2015 / Current Parking Tariffs (introduced in 2010)

Location	1hr	2hr	3hr	4hr	Daily	Weekly	Annual Tickets
BLACKWOOD							
Court House	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £300 / year
Cliff Road	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Thorncombe No.2	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Thorncombe No.3	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Wesley Road	50p	70p	90p	£1.20	£2.00	£9.00	N/A
High Street	50p	80p	£1.20	£2.00	£3.50	N/A	N/A
Woodbine Road	50p	80p	£1.20	£2.00	£3.50	N/A	N/A
Bus Station	50p	80p	£1.20	£2.00	£3.50	N/A	N/A
Market Trader	50p	80p	£1.20	£2.00	£3.50	N/A	N/A
Libanus Road	Season tickets only (£75.00 for residents / £200 for non residents)						
Highland Terrace	Season tickets only (£75.00 for residents)						
Gordon Road	Season tickets only (£75.00 for residents)						
BARGOED							
Emporium	50p	80p	£1.20	£2.00	£3.50	N/A	£95 / 3 months £350 / year
ST Gwladys	50p	80p	£1.20	£2.00	£3.50	N/A	£95 / 3 months £350 / year
CAERPHILLY							
Twyn	60p	£1.20	£1.80	£3.50	£600	N/A	Every day
Crescent North East Section	50p	80p	£1.20	£2.00	£3.50	N/A	N/A
Crescent Middle Section	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Bedwas Road	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Station Terrace	50p	70p	90p	£1.20	£2.00	£9.00	£95 / 3 months £350 / year
Lawrence Street	2hr limited waiting (no charge) Season tickets (£75 / 3 months & £250 / year)						
YSTRAD MYNACH							
Oakfield Street	40p	50p	70p	£1.00	£1.50	£7.50	N/A

	Short Stay	Short Stay Twyn	Long Stay	Long Stay Ystrad
1 hour	50p	60p	50p	40p
2 hours	80p	£1.20	70p	50p
3 hours	£1.20	£1.80	90p	70p
4 hours	£2.00	£3.50	£1.20	£1.00
Daily	£3.50	£6.00	£2.00	£1.50
Weekly	N/A	N/A	£9.00	£7.50
Season Ticket	N/A	N/A	£350	£350
Residents' Permit	N/A	N/A	£75	£75
Excess Charge Notice	£75 reduced to £30 if paid within 14 days			

TABLE SHOWING MONTHLY INCOME FROM TICKET SALES

MONTHLY INCOME FOR THE CAR PARKS FOR YEAR 2014 - 2015

Car Park Name	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Court House	418	917	471	337	523	475	506	511	519	489	678	623	£6,467.00
Thorncombe 2	1134	1127	1021	860	792	1660	1449	893	1073	1018	1396	1376	£13,799.00
Thorncombe 3	4525	3084	3740	3886	3953	4740	3481	3812	4782	3547	3440	4839	£47,829.00
High Street	15346	15945	13892	16961	18418	16895	17157	14964	20647	16048	17104	18113	£201,490.00
Wesley Road	2357	2358	1993	2368	2293	2337	2643	2823	3181	2145	2013	2206	£28,717.00
Woodbine	3258	3323	3016	3516	3436	3258	3355	3205	4105	3165	3021	3561	£40,219.00
Bus Station	3833	3210	3417	4057	3579	4002	3151	3177	5085	3026	3218	4218	£43,973.00
Market Traders	334	836	396	107	497	642	560	696	519	742	566	667	£6,562.00
Cliff Road	4541	3938	3526	4545	3714	4242	3951	3830	5622	3702	3702	4395	£49,708.00
Oakfield Street	2124	1817	1630	2300	1359	2241	2045	1981	2174	1751	1920	2712	£24,054.00
Twyn	11717	11239	9791	12584	11805	11590	10505	9786	9064	9676	9892	11220	£128,869.00
Crescent	4044	3758	3071	4598	4428	4239	2889	2461	4109	1364	2813	4302	£42,076.00
Bedwas Road	1287	1585	899	956	877	1264	954	975	1053	724	976	1404	£12,954.00
Station Terrace	1109	984	1042	1525	839	1237	1044	1068	1561	952	1204	1419	£13,984.00
Emporium	1213	962	950	1184	1015	1181	890	944	1408	706	869	1096	£12,418.00
St Gwladys	1592	1272	1281	1694	1169	1606	1353	1468	1175	1096	1282	1686	£16,674.00
TOTAL/Month	58832	56355	50136	61478	58697	61609	55933	52594	66077	50151	54094	63837	£689,793.00

MONTHLY INCOME FOR THE CAR PARKS FOR YEAR 2013 – 2014

Car Park Name	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Court House	1181	753	410	721	285	407	489	720	674	720	650	756	£7,766.20
Thorncombe 2	990	688	1506	807	698	1564	1776	675	1377	675	1036	1588	£13,379.65
Thorncombe 3	4638	3648	3406	4236	3796	3434	4475	3190	3512	3190	3083	3057	£43,665.20
High Street	16159	16657	14928	17089	15394	14297	15970	16041	17862	16041	12737	13806	£186,980.85
Wesley Road	2328	2609	2188	2623	2419	2256	2516	2943	2966	2943	1892	2063	£29,745.95
Woodbine	3748	728	2192	3518	3252	3110	3365	3590	3690	3590	2714	2991	£36,488.00
Bus Station	3761	3150	3316	4166	3198	3253	3793	3111	4721	3111	2661	2959	£41,200.45
Market Traders	736	N/C	1147	N/C	1007	482	510	689	674	689	730	712	£7,376.00
Cliff Road	5067	4661	4579	5525	4473	4435	5531	5550	6095	5550	3708	3999	£59,173.30
Oakfield Street	1858	2391	1840	2253	1397	1645	2351	1909	1982	1909	1711	1853	£23,098.90
Twyn	10759	10231	10003	12613	10952	9699	10698	10029	8937	10029	9858	10805	£124,613.20
Crescent Road	4560	4212	3878	4892	4880	3252	4622	3433	4384	3433	1840	2349	£45,735.20
Bedwas Road	1271	828	897	838	914	821	1377	965	1050	965	927	987	£11,839.85
Station Terrace	1133	930	1009	1319	928	853	1028	1121	1376	1121	950	1037	£12,804.55
Emporium	1397	1077	1192	1453	1138	1199	1471	1190	1655	1190	985	967	£14,913.80
St Gwladys	1681	1213	1408	2060	1623	1718	2195	1688	848	1688	1320	1314	£18,756.05
TOTAL/Month	61267	53776	53899	64113	56354	52425	62167	56844	61803	56844	46802	51243	£677,537.15

MONTHLY INCOME FOR THE CAR PARKS FOR YEAR 2012 – 2013

Car Park Name	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Court House	55	628	795	737	847	872	361	661	1078	494	566	516	£7,610.00
Thorncombe 2	1021	1628	1012	1262	787	1252	1848	1005	770	864	1303	1320	£14,072.00
Thorncombe 3	3404	4866	4066	4489	4239	3911	5005	4052	2831	3094	3809	3642	£47,408.00
High Street	13535	16052	15439	16159	16241	14267	16296	15911	8927	12616	14439	15261	£175,143.00
Wesley Road	2320	2450	2342	2367	2520	2290	2561	2895	1505	1829	2088	2313	£27,480.00
Woodbine	3116	3614	3781	3637	3522	3315	3726	3689	1819	2897	3275	3689	£40,080.00
Bus Station	3938	4113	3170	3323	3791	3162	3875	3059	1838	3204	2939	2940	£39,352.00
Market	74	633	463	1099	122	496	796	347	685	282	615	385	£5,997.00
Cliff Road	4542	4898	4623	5040	4372	4039	5634	4939	3963	4548	4333	4678	£55,609.00
Oakfield Street	1781	2452	1879	2482	1636	2013	2525	1965	969	1809	1943	1984	£23,438.00
Twyn	9089	10000	9664	11809	10929	9320	10648	10120	4076	8181	9417	10676	£113,929.00
Crescent Road	4413	5423	4451	4584	4257	4100	4960	2826	2224	2764	3011	3145	£46,158.00
Bedwas Road	915	1548	939	1009	971	897	1467	974	753	673	886	1026	£12,058.00
Station Terrace	1283	1335	980	1635	1521	1116	1503	1189	892	1190	1061	952	£14,657.00
Emporium	990	1762	1267	1651	1231	1337	1632	1129	729	1081	1328	1147	£15,284.00
St Gwladys	1372	1754	1428	1893	1438	1791	2479	1970	918	1529	1804	1704	£20,080.00
TOTAL/Month	51848	63156	56299	63176	58424	54178	65316	56731	33977	47055	52817	55378	£658,355.00

MONTHLY INCOME FOR THE CAR PARKS FOR YEAR 2011 – 2012

Car Park Name	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Court House	N/A	729	808	629	697	705	543	541	999	654	502	965	£7,772.00
Thorncombe 2	902	1963	892	1275	1020	1049	1121	1656	879	1268	823	1181	£14,029.00
Thorncombe 3	3861	4197	3566	4040	3548	3461	3270	4788	3193	4145	3623	4245	£45,937.00
High Street	14249	14490	13531	15177	14519	14184	12727	15725	10415	14878	13309	15510	£168,714.00
Wesley Road	2193	2415	2130	2078	2532	2076	2211	2887	N/A	2140	2051	2107	£24,820.00
Woodbine	3556	3434	3080	3591	3299	3473	3027	3802	N/A	2968	2960	3585	£36,775.00
Bus Station	2500	3639	2373	2511	2288	2295	2277	4714	1900	2965	2868	3067	£33,397.00
Market Traders	460	980	N/C	573	775	472	466	544	661	748	294	766	£6,739.00
Cliff Road	4207	4812	4088	3966	4541	3676	3944	6263	4318	4940	3995	4260	£53,010.00
Oakfield Street	1819	2236	1807	1990	2018	1911	2018	2711	1116	2340	1932	2268	£24,166.00
Twyn	10283	10464	9464	11190	11863	10597	8440	10980	5252	8738	9925	10121	£117,317.00
Crescent	5140	6019	4655	5014	6190	3604	4496	5298	3239	2813	3841	4100	£54,409.00
Bedwas Road	968	1276	1081	877	969	970	968	1488	799	865	983	1075	£12,319.00
Station Terrace	1101	1492	1187	1344	1351	1385	1191	1789	1070	912	1041	1046	£14,909.00
Emporium	1291	1803	1421	1446	1092	655	1260	1503	454	1335	1049	1148	£14,457.00
St Gwladys	1472	1641	1485	1525	2788	2398	1553	1769	783	1393	1286	1369	£19,462.00
TOTAL/Month	54002	61590	51568	57226	59490	52911	49512	66458	35078	53102	50482	56813	£648,232.00

MONTHLY INCOME FOR THE CAR PARKS FOR YEAR 2010 – 2011

Car Park Name	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Court House	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	
Thorncombe 2	883	937	1360	946	792	968	1070	1582	210	972	1118	1034	£11,871.55
Thorncombe 3	3128	3063	3641	3243	3013	3274	3860	5067	3557	3421	3512	3944	£42,723.45
High Street	12105	10608	12205	12418	12450	12926	14621	13534	9636	11741	11616	15934	£149,794.15
Wesley Road	1406	1476	1898	1530	1204	1867	2033	2766	747	1732	2030	2518	£21,206.80
Woodbine	2587	2223	2485	2835	2576	2938	3202	3082	1174	2497	2743	3170	£31,512.30
Bus Station	1689	1835	2927	1899	1821	2045	2303	4038	1460	1914	2009	2609	£26,548.80
Market Traders	1022	570	498	587	886	915	74	742	665	386	546	584	£7,475.40
Cliff Road	3772	3643	4709	3816	4583	4563	4787	6450	3485	4117	4130	5010	£53,065.00
Oakfield Street	1721	1737	2028	1657	1786	2011	2180	3513	976	1803	2042	2485	£23,939.30
Twyn	9699	7814	10062	9764	10224	9146	10904	9317	5150	8175	8416	10328	£108,999.20
Crescent	3761	3982	5867	4120	5133	4318	4649	5511	3131	3886	4173	7475	£56,005.50
Bedwas Road	751	873	1114	830	772	810	1014	1458	621	894	993	925	£11,054.95
Station Terrace	898	904	1306	1058	959	983	1201	2211	981	963	1054	1442	£13,960.05
Emporium	1125	1269	1415	1286	1462	1381	1412	1675	771	1358	1629	1940	£16,722.70
St Gwladys	1153	1043	1220	1000	1184	1175	1319	1252	544	994	944	1290	£13,117.70
TOTAL/Month	45700	41977	52735	46989	48845	49320	54629	62198	33108	44853	46955	60688	£587,996.85

Speakers Main Action Points.

Argoed

Statement for Argoed Community Council

Our Council feels that there should be consistency of approach throughout the Borough. I.e. Either all Council car parks should be subject to a parking fee or none at all.

Bargoed

Retain free car parking places

Impact on Town Centre which is struggling, has already lost high street 'on street' parking places due to reconfiguration of the high street.

Morrison's car park already offers 350 spaces, shoppers will migrate to the free spaces at the expense of the high street or head north to Merthyr Tydfil where free car parking is available.

Those working in Bargoed would be within the retail sector, as such lower paid incomes an additional charge would be an unacceptable financial burden and would make working within the town centre less attractive – deterring shoppers, deterring workers, would deter shopkeepers, would have negative impact on town centre.

Council workers don't pay for their car parks.

Council staff employed in Bargoed using car park at the bottom of town for free, taking up spaces for shoppers, could the car park opposite the chip-shop be utilised for this as it seems to have limited use.

Loss of free car parking spaces would disperse car to residential areas and side street, hazardous to public safety.

Given the limited footfall at Bargoed, the likely hood of any income revenue being achieved from the introduction of charges would be extremely limited, shoppers more likely to go elsewhere or park illegally or within supermarket parking.

Achieving parity given the very different nature of the towns and car parks would be very difficult – 2-3hrs free parking allowance is available in most town centres and would probably be enough for shoppers – would like to see some kind of allowance or permit for workers.

Statement from Bargoed Chamber of Trade (See Below)

Bargoed Chamber of Trade

Comments on "Charging for parking In Bargoed"

1. Staff
2. Shoppers
3. Preferred persons
4. Car Parks which could be charged
5. Safety factors

Staff

Consideration of charging car park fees is initially looked at from the point of view of those working in Bargoed

As the council will be aware wages in the Retail sector are among the lowest in all the sectors. The effect of parking fees will there hit staff more sharply than most and will in effect sharply reduce their already limited income. This may have the knock on effect of making it even more difficult getting staff in Bargoed

One possible answer would to allow staff free parking. A badge could be issued to people working in Bargoed and if this is displayed they will be exempt charges.

Shoppers

Again the council will be aware of the difficulties there are of attracting people to shop in Bargoed. Despite the introduction of Morrison's; from a lay person's point of view it seems that people only come to Bargoed for Morrison's and the rest of the town is largely ignored.

Help is needed to promote Bargoed and to try to bring back more shoppers.

The introduction of a parking charge will be seen as a penalty and people will be 'pushed' away from Bargoed and shop elsewhere. (In greater numbers than is presently the case) Bargoed needs help to regain at least some of its former glory not suggestions that make the Town worse.

The up side for the council of course if Bargoed improves then greater revenue is received via the Rates

Preferred 'Persons'

I use this term to describe people who are already immune from paying parking fees. While this is not necessary a strong point in Bargoed it does resonate throughout the County. Here I refer to council workers who are among the highest paid in the County and are able to go to work and park for free.

It seems a very unfair practice and is not a 'cheap dig' at council workers but a genuine case of one set of 'workers' having a benefit that others do not

So far as Bargoed is concerned there is at least one 'protected' parking area for council staff – namely at the bottom of the town behind what used to be Woolworths.

Does the Council have a suggestion for this scenario?

Car parks which could be charged

The car park opposite the Plas Public House is already a pay and display car park.

The car park opposite Bargoed Railway Station could be nominated as a pay and display (but there would be implications see- later) as it does not directly contribute to the well-being of Bargoed

Safety Factors

I'm sure nobody would be surprised by the statement that in the main street in Bargoed and in particular by the square; there is an accident waiting to happen.

Parking on either side of the Square is a nightmare. Parking from the new Fish and Chip Shop down past Poundland is horrendous.

While these points are important I mention them primarily because if parking fees are introduced its likely that people will look elsewhere to park their cars for free and thereby exacerbate what is already a very dangerous situation.

Furthermore it is likely the side streets will be used even more despite what penalties may be introduced. (and if they are to be enforced more labour will need to be employed)

Conclusion

What is the purpose of introducing parking fees in Bargoed?

1. Is it to raise more income for the council:-

If this is the case its unlikely to be achieved: there will be less traffic in Bargoed, more dangerous and illegal parking. This will necessitate more police (Parking wardens) and hence more spend by the council

2. Is it to have parity with other towns in the borough?

This question needs to be view in greater depth than what we see before us: Towns such as Blackwood and Caerphilly have large supermarkets which are attached to 'retail parks' and are afforded substantial parking facilities. Bargoed does not have these facilities.

Shoppers are normally allowed 2 or 3 hours free parking in these facilities and staff it is believe have special dispensations. In Bargoed the Morrison's car park is relatively small albeit customers are allowed some free parking time Under the circumstances Bargoed is in a different situation to the other towns

3. What is not the purpose?

One would assume it is not to prevent people from:-

- Working in Bargoed

- Shopping in Bargoed
- Making Bargoed less safe

However the effect of the imposition of parking charges may well give effect to the 'Law of Unintentional Consequences' and one or more of the above may be invoked.

Barrie Gough

For the Chamber of Trade

Blackwood

Blackwood Library Car Park would like to see the introduction of free-time allowance for those conducting business within Customer First.

Thorncombe Road – arrangements for Post Officer vans (pre-paid without concession)

Additional disabled spaces.

Staff permits or daily rates made available on the closer of the Somerfield car park, as this is where the majority of employees of the town are parking.

Introduction of a free-parking allowance (1-2 hours) at all car parks, charging at all car parks after this point.

Introduction of new machines, either provide change or payment on return options (there is no exceeding fine), allow payment by debit/credit card.

Parking Enforcement – reinvestment in traffic wardens.

Statement from Blackwood Town Council

To Consider Report of Council Highway Owned Car Parking Task & Finish Group

The Clerk informed members that this item was on the agenda as a response was required for a meeting arranged by Caerphilly C.B.C. to hear representations from Town & Community Councils on the attached Report. However, he had been informed late last week that the meeting had been postponed and a new date was to be arranged.

The Clerk had e-mailed a copy of the report presented to the Regeneration & Environment Scrutiny Committee to all members, but also circulated additional copies to members present.

Members highlighted the fact that 64% of all annual income collected from ticket sales for Council Highway owned off street car parks for 2014/2015 was generated in Blackwood (£438,764 of £685,730), with the High Street Car Park(£201,490) generating more than all car parks in Caerphilly and the Cliff Road Car Park generating more than all car park in Bargoed & Ystrad Mynach combined.

They queried what benefits the town had seen from the significant revenue generated, especially as Town Council had recently stepped in to ensure the continuation of floral displays in town throughout the summer after a Caerphilly C.B.C. decision to cease providing same.

It was asked whether budgets delegated to the Town Centre Management Committees could better reflect the income generated in each centre, at least then some sense of fairness might be seen, rather than the perceived vitality in town disadvantaging residents and visitors.

Members were disgusted to learn that whilst 98% of all spaces were pay and display in Blackwood, many of the other town centres were significantly better treated – Bargoed 22%, Risca 0%, Nelson 0% & Newbridge 0%. If all other town centres were brought more into line, then potentially an additional 500 spaces might be charged for, generating additional significant income which might be used to reduce existing charges across the borough.

Furthermore, two specific issues were raised –

Regarding the possibility of some short term free parking in the Bus Station Car Park to assist people visiting the Library, now that the cash office is situated there.

Regarding the possibility of 2 hours free parking in town in the run up to Christmas.

It was agreed to recommend to Council that the Clerk forward the comments raised in advance of the newly arranged meeting.

Caerphilly

Consider the introduction of free parking allowances for schools during drop off and pick up hours.

Consider enhanced lighting or the provision of CCTV coverage at car parks for those parking late at night and safer routes to and from car parks.

Statement From Cllr P. Bevan

Y,G,G.Yr Castell has a great deal of difficulty with parents parking actions, which causes the School and local resident issues, which do become fractious.

Some years ago I asked the then officer responsible Mr Dave Eyre, if it was possible to allocate two 20 mins periods one at the start of school and one at the end of school where the car park is free for parents bringing their children to school. He also agreed to a similar approach at the Twyn Primary, but parents did not use it. However the concession works to an extent at the Yr Castell school. There are however still many parents who will park wherever they wish, to the frustration of school and local residents.

I have met Dean Smith on site to discuss further concessions at dinner time, when two different sets of nursery children either leave school having attended for the morning, or attend school for the afternoon. The request is an attempt to train new parents in the free use of the car park, in the hope that when their children start in the main school, that they will have established the habit of using the Crescent road car park.

Use of Council Car Parks for similar concessions for those schools that may benefit from the free use in the County, would make the school run safer. However the only one that comes to mind is the Lewis Girls School Pengam, there may be others.

Ystrad Mynach

Additional car parking spaces need to be provided.

Free car parking (first 2 hours) to boost trade.

A 15 minute leeway allowance before issuing parking fine.

Enforcement of illegal parking.

Free car parking allowance for parents drop off in car parks close to schools.

Expansion of existing car parks

Misuse of Park and Ride Car Parks, introduction of a dual ticket so that only those access the train can utilise the free spaces.

Any recommendation should consider the dispersal, provision, safety, ticket machines, free hours, maintenance, enforcement and impact on the town centre.

Hengoed

Oppose any form of charge at Park and Ride car parks

Would like to see a free car parking allowance given to users of the Community Centre utilising the Park and Ride from 4.30pm – which would not impact on commuters.

Risca

Mill Street car park, requires better signage and maintain current provision.

Statement From Cllr Brian Hancock (See Below)

13 March 17

T + F Gp
re: Mill St. C.P.

1. CCBC has a Charter As Consultant with Town & Community Councils
 - No consultation with RTC

First we heard was a rumour that Mill St C.P. was being offered for £1. Then the next rumour was the developer was paid £50k. In either case.
2. The development of the former Dr. Wade's house and garden has failed before.

The development needed access and egress so relatively modern 2 semi-detached houses and at least 2 others were compulsorily purchased and demolished. So sweetened for developer.

Then they want the Car Park for sweetening the parcel of land.
3. Mill St. is very busy
 - as an access & egress to Ty Sign { Fire Engine
Ambulance
etc
 - School.
 - Residents car parking on street.

God forbid an accident

 - Some residents have no frontage
 - except directly onto the pavement. Residents have reported nearly getting knocked down with vehicles coming onto the pavement

Perhaps, road safety measures need to be installed!
4. Businesses need the only C.P. in the area.

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