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**Date: 14th October 2016**

Dear Sir/Madam,

A meeting of the **Risca Town Centre Management Group** will be held in the **Rhymney Room, Penallta House, Tredomen, Ystrad Mynach** on **Friday, 21st October, 2016** at **2.00 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

## A G E N D A

	Pages
1 To appoint a Chair and Vice-Chair for the ensuing year.	
2 To receive apologies for absence.	
3 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 receive and note the following minutes: -

A greener place Man gwyrddach



4	Minutes of previous meeting 29th February 2016.	1 - 4
To receive and note the following updates: -		
5	'Choose the High Street' Stories.	5 - 12
6	'Choose the High Street' Christmas Voucher Booklet.	13 - 16
7	Go2 my Town Virtual tour of the website.	
8	Update Cuckoo Statue.	
9	Audit.	17 - 22

**Circulation:**

Councillors A.K. Passmore, Mrs E.M. Aldworth, D.T. Davies, N. George (Chair), Mrs P. A. Griffiths, K. James, Ms P. Leonard and D. Rees

Town Councillors

Other Organisations



## **RISCA TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, PENALLTA HOUSE ON MONDAY 29<sup>TH</sup> FEBRUARY 2016 AT 5:00 P.M.**

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PRESENT:

Councillors:

Councillors: N. George, K. James, P. Leonard, R. Passmore

Together with:

M. Parker (Town Councillor), B. Hancock (Town Councillor)

Also:

A. Highway (Town Centre Manager), S. Wilcox (Assistant Town Centre Manager), A. Dallimore (Team Leader – Urban Renewal & Conservation)

#### **1. TO RECEIVE APOLOGIES FOR ABSENCE**

Councillor P. Griffiths, Community Councillor M. Jenkins, Community Councillor C. Edwards, R. Campbell (Town Clerk) & A. Jones (Committee Clerk).

#### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **3. MINUTES OF PREVIOUS MEETING 2ND NOVEMBER 2015**

The previous minutes were taken as read.

#### **4. BUSINESS REPORT BLACKWOOD TOWN CENTRE**

Mr. Highway presented the report to the group, which outlined the number of businesses that opened and closed throughout the year, footfall data and the Town Centre Management initiatives that operated during 2015.

A discussion took place around developing an events programme for Risca and utilising the Palace Cinema for more evening and weekend economy in the town centre.

Mr. Highway was thanked for the report.

**5. 'CHOOSE THE HIGH STREET' CHRISTMAS VOUCHER BOOKLET 2015 – ANALYSIS REPORT**

Mr. Highway presented the report to the group. Particular thanks were noted to the council's Graphics Design team for all of their work designing this year's voucher booklet, the Community Safety Wardens for helping to deliver the booklets and to Steve Wilcox for his work on the scheme.

Mr. Highway was thanked for the report.

**6. GO2 MY TOWN WEBSITE REPORT**

Mr. Highway presented the report to the group, which summarised the revised content being placed on the Go2MyTown website and how members of the group could access the site. However, it was noted that the content is being regularly updated at present, which may mean some sections are not live or out-of-date.

Information hosted on the site includes footfall data, the Retail Property Directory, Town Centre Gazettes and a new news section, which incorporates stories from each of the town centres.

A live demonstration of the site will be brought to a future meeting.

Mr. Hancock stated that the information on the site could be particularly beneficial to potential start-up businesses, but also noted the value to existing businesses within the town. Mr. Hancock also asked if business support information would be held on the site. Mr. Highway noted that the site will run in conjunction with the information on the "Business" section of the Council's website. Go2MyTown will complement the Council's site and signpost visitors and vice versa.

Mr. Highway was thanked for the report.

**7. CANAL UPDATE**

Mr. Dallimore provided an update to the group on the progress that has been made on the canal project since the last meeting.

The original bid was due to be for around £2.6m, but this has now reduced to circa £1m. This follows a dialogue with WEFO. A decision was expected in December 2015, but this has been pushed back to the end of March 2016.

There may be an opportunity to obtain Lottery funding through the Create Your Space programme, which will complement the European bid. There will be a lot of competition for this funding pot.

In the interim, some maintenance work will be carried out at the Crosskeys/Pontwaun end of the canal to enable it to be filled with water.

The Town Centre Management Group will be involved in projects when officers are in a position to develop them. Any such projects will work collaboratively with neighbouring Authorities, looking at the canal as a whole. Any internal working group will span across several departments.

As part of the canal project, the tourism offer of Risca town will also be developed, working in conjunction with Cwmcarn Forest.

Mr. Dallimore was thanked for the update.

## **8. LONG BRIDGE BATHS & COMMERCIAL STREET DEVELOPMENT SITES OVERVIEW**

Mr. Dallimore informed the group that the Tesco footbridge linking the store to the town centre is now unlikely to be built. As such the S.106 monies are now available for the Authority to use for environmental, transport or security proposals within the town centre action plan boundary. No decisions have yet been made on the proposals to be funded but a full range of options will be discussed with local Members in due course. It is proposed that officers investigate further the possibility of utilising the funding to unlock potential development sites and take forward proposals within the adopted Town Centre Action Plan.

Given the time constraints, there appear to be only two development sites that could be potentially unlocked – Longbridge Baths & the Commercial Street site.

The Longbridge Baths site is an old swimming pool that is in a poor state of repair. The building still accommodates four changing rooms. It is a centrally located site with car parking that is underused.

The site is Council-owned and Seren Group (Registered Social Landlords) are interested in developing it. Any capital receipt from selling the land asset could be used in conjunction with the S.106 monies to build new changing facilities at a new location

Although a detailed package has not been developed yet, discussions have taken place and it is envisaged that the site would accommodate between 24 & 26 new properties, bringing additional footfall and spend to the town centre.

The Commercial Street site consists of the former blue factory building and adjacent CCBC held land. The site may become attractive to developers if some of the costs associated with provision of infrastructure were borne by the S.106 monies This site could accommodate a large housing development, which again would benefit the town centre in the long-term.

Other options for the use of the money include proposals within the adopted Town Centre Action Plan. All proposals will be brought back to this group, but the money needs to be committed by 8<sup>th</sup> March 2018 and spent within a very specific area (which is essentially the town centre boundary).

Mr. Dallimore was thanked for the information.

## **9. CUCKOO STATUE RELOCATION**

Mr. Dallimore provided an update to the group and outlined the two main issues in relation to the cuckoo statue.

The first issue is the land surrounding the artwork, which has been in a poor condition on occasion. Keep Wales Tidy has been working on the site recently to improve both its appearance and biodiversity. Keep Wales Tidy has now achieved everything it set out to do and it is now Tesco's responsibility to litter pick the site and cut back the vegetation once per year (as per their contractual obligations).

The second issue is that the Risca cuckoo is situated in Pontymister. The original reasoning for this location was due to the artwork being paid for via a S.106 agreement, with the land identified in the same contract. There is also a lot of advertising in the area, which removes focus on the statue.

A dialogue has been ongoing with legal in relation to the potential of moving the statue. It may be that five years after the money has been transferred, the statue is within our gift to do with as we please. The other formal option is a “deed of variation”, which could potentially be a long and costly legal process.

Regardless of the legal position, funding would still need to be identified to move the statue and a suitable alternative location found.

Following a discussion, a motion was proposed for Mr. Dallimore to investigate the possibility of moving the cuckoo statue into Risca. A vote was taken and 6 were in favour, which meant that the motion was carried.

**10. RISCA TOWN CENTRE AUDIT – AUGUST 2015**

Mr. Highway presented the audit to the group. No issues were raised.

The meeting closed at 18:23.

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CHAIR



## RISCA TOWN CENTRE MANAGEMENT GROUP – 3RD OCTOBER 2016

**SUBJECT: 'CHOOSE THE HIGH STREET' STORIES**

**REPORT BY: CORPORATE DIRECTOR - COMMUNITIES**

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

- 1.1 To inform the Town Centre Management Group of a new phase of the successful 'Choose the High Street' initiative through the development of publicity of the stories behind many of our town centre retailers, in order to support the County Borough's five managed town centres.

### **2. SUMMARY**

- 2.1 During the summer, the Councils Town Centre Management team launched a new element to the 'Choose the High Street' brand was launched called 'Stories'. The initiative was designed to highlight the diversity of businesses across the five managed town centres. It also sought to raise awareness about the importance of consumer choice and encouraged people to make a conscious decision to support local businesses. The scheme consisted of articles featuring stories about local businesses, which were uploaded onto the GO2 website and also posted on the Council's own Facebook page. The 'Stories' initiative has drawn positive responses from the retailers who participated in it and also from those who viewed the articles both online and at the library exhibitions.

### **3. LINKS TO STRATEGY**

- 3.1 "People, Businesses and Places". The proposals within the strategy are based on a number of regeneration principles, one of which is "Strengthening Town Centres".
- 3.2 "Prosperous Caerphilly" is identified as one of the key outcomes in the Council's "Single Integrated Plan". The Implementation of the *Unique Places* model of Town Centre Management in the County Borough's principal town centres is one of the actions identified to achieve this outcome.
- 3.3 "Future Generations Act (Wales) 2015" sets out seven Well-being Goals which aim to make a positive impact upon the social, economic, environmental or cultural well being of the area or community concerned. This report aligns with the following Well-being Goals:
- A prosperous Wales - the retail sector is a significant employer within the County Borough and a substantial number of those retail businesses and jobs are located in the town centres.
  - A Wales of cohesive communities - the scheme highlights the importance of town centres to the local communities.
  - A Wales of vibrant culture and thriving Welsh language - the Stories exhibitions were produced in a bilingual format.

## **4. THE REPORT**

- 4.1 To reflect some of the history of the County Borough's five managed town centres, the Town Centre Management team created a new initiative called 'Stories' under the 'Choose the High Street' brand. The project follows on from last year's successful 'Past & Present' initiative by telling the stories of the people behind the shop fascia.
- 4.1.1 The overall aims of the scheme are to:
- a. Help to maintain town centre footfall over the summer period;
  - b. Encourage people to make a conscious decision to support local businesses;
  - c. Generate renewed interest in town centres as a location for new business ideas;
  - d. Raise the profile of the town centre businesses;
  - e. Increase footfall in town centre libraries.
- 4.2 The businesses that make up the County Borough's town centres each have their own story. Some have been run over generations by a single family, whilst others are new businesses started by someone excited about beginning their own story with a fresh idea. What all of these stories confirm is that the high street is still a place for new business ideas and remains at the heart of the communities they serve.
- 4.3 The aim of the 'Stories' are to make local retailers feel valued and encourage people to make a conscious choice to support local businesses as part of their weekly shopping. Importantly, the Town Centre Management team aim to use this initiative to further promote town centres as windows of opportunity for new businesses.
- 4.4 The 'Stories' initiative was launched on 27th May 2016 at Glanmor's Bakery in Caerphilly town centre by the Cabinet Member Cllr. James along with the bakery's owners. To date a total of 56 stories have been uploaded onto the Go2Mytown. In addition, the articles were also posted on the Council's corporate *Facebook* page.
- 4.5 Those businesses featured on the Go2Mytown website were asked to complete a short questionnaire in order to provide feedback and gauge reaction to the scheme. The results are set out in Appendix 1 and 2.
- 4.6 Over the summer a series of exhibitions were held of the 'Stories' in local libraries:
- Bargoed 25th July for two weeks;
  - Blackwood 8th August for two weeks;
  - Caerphilly 22nd August for two weeks;
  - Risca 5th September for two weeks;
  - Ystrad Mynach – due to refurbishment a date in October will be arranged.
- 4.7 As part of the exhibitions visitors were asked to pledge to support local business on weekly shopping trips whenever possible.

## **5. CONCLUSION**

- 5.1 The project's success to date and the positive feedback from both retailers and the public alike, exceeded expectations. The comments from retailers who shared their 'Stories' show how highly they valued the initiative and the focus that it brought to their individual businesses and the contribution they make to the life, diversity and vibrancy of the town centres.
- 5.2 The 'Stories' published on the Go2MyTown site have had over 8,000 unique page views, with visitors to these articles also viewing other town centre related content on the site. The Go2MyTown Facebook page recorded over 27,700 views of 'Stories' posts. Some of the 'Stories' were also posted on the Council's own Facebook page, these posts obtained an average reach of 7,500 followers, with the most popular reaching an audience of 23,700 (Howard's Butchers Easter Campaign).



The posts received extremely positive feedback from followers, the highest level of engagement (likes, shares and comments) was 285 individual interactions (Rossi Café, Bargoed).

- 5.3 The scheme and its online publicity generated a number of enquiries directly to Town Centre Management from potential new businesses.
- 5.4 It is difficult to quantify footfall increases in the libraries, however Librarians reported many people who visited the libraries took time to look at the exhibitions and enjoyed reading the Stories.
- 5.5 Due to the popularity of the initiative and the number of retailers who still want to have their stories featured, Town Centre Management intend to extend the initiative and continue to post them on the Go2Mytown web site.

## **6. EQUALITIES IMPLICATIONS**

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

## **7. FINANCIAL IMPLICATIONS**

- 7.1 None.

## **8. PERSONNEL IMPLICATIONS**

- 8.1 There are no direct personnel implications.

## **9. CONSULTATIONS**

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

## **10. RECOMMENDATIONS**

- 10.1 For members to note the contents of the report.

## **11. REASONS FOR THE RECOMMENDATIONS**

- 11.1 This report is for information only.

## **12. STATUTORY POWER**

- 12.1 Local Government Act 2000.

Author: Andrew Highway, Town Centre Development Manager  
Consultees: David Whetter, Interim Head of Regeneration  
Cllr. K. James, Cabinet Member for Regeneration, Planning and Sustainable Development  
Allan Dallimore, Team Leader Urban Renewal  
Hayley Lancaster, Senior Communications Officer  
Geraint King, Digital Media Officer  
Steve Wilcox, Assistant Town Centre Manager

Appendices:

Appendix 1 Questionnaire Responses

Appendix 2 Questionnaire Comments

Appendix 1

**Questionnaire Responses**

Number Issued 36

Number Returned 23

<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>Don't know</b>
Did the 'Stories' article raise the profile of your business?	<b>22</b>	<b>1</b>	<b>0</b>
Did the 'Stories' article make you feel more valued as a business?	<b>22</b>	<b>1</b>	<b>0</b>
Do you think the initiative encourages people to use local shops?	<b>21</b>	<b>2</b>	<b>0</b>
Does your business story encourage people to start a business?	<b>17</b>	<b>2</b>	<b>4</b>
Did the 'Stories' initiative help promote your town centre?	<b>21</b>	<b>0</b>	<b>2</b>

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## Questionnaire Comments

"I believe this scheme nurtures the sense of community as it shows the human and personal side to every business. Thank you for including us." - **St Gwladys Chruch Hall** (Bargoed)

"We would like to thank Andrew Highway and Caerphilly Borough Council for all their support" – **Rusty's Guitar Shop** (Blackwood)

"Really happy with the article published – lots of positive feedback" – **Blackwood Appliance** (Blackwood)

"Excellent coverage and hopefully will encourage more business to the area!" – **Urpada** (Caerphilly)

"A brilliant initiative by Town Centre Management, who are always supportive and informative of local business "Thank You" from the Boots Team" – **Boots** (Caerphilly)

"The story of our business was highly appreciated by both my brother and I thank you" **S Jones Florist** (Caerphilly)

"Thank you - I feel it will make a difference to people knowing that I have a shop here in Caerphilly so that we can provide that advice and guidance for those that want it" **50+Life Planning** (Caerphilly)

"It was actually a fun few days on social media with the number of views and comments and shares, I enjoyed being part of it and although the financial benefit was minimal it certainly raised my business profile temporarily and allowed some lovely interaction with the public so thank you very much for including me." **Fix it Up** (Blackwood)

"Loved this! Would recommend and defiantly use again" **Pre-Loved Furniture** (Blackwood)

"I think it's a positive going forward, I think we need to do as much as possible on the internet" **Miss Label** (Blackwood)

"The story was very well written. The article was professional in appearance. Overall we were very please." **Dunbar Costumes** (Caerphilly)

"Great to have the Council take an interest in promoting small business and organisations. Very grateful." **Love Caerphilly** (Caerphilly)

"Very helpful and innovative, good to receive support from Caerphilly Council. Thank you." **The Caerphilly Florist** (Caerphilly)

"We greatly appreciated the previous mentions on Caerphilly's website and we think it's a good way of reaching more people who might be interested in visiting. The features also help build a positive image of small towns in the area and show that - despite the difficult economic situation - some businesses can last and even thrive. It's also interesting being able to find out more about the history of some of the older shops!" **The Kickplate Project** (Bargoed)

“Any advertising is good, but an increased footfall is what is needed for small businesses to succeed” **The Shoe Clinic** (Bargoed)

“It was a lovely article that brought back many memories to some of our ‘old’ customers. Thank you” **Rossi Café** (Bargoed)

“We are happy overall with this business story. However, we are still looking for improvements with regard to delivery parking facilities in the town” **Chisholm’s** (Bargoed)

“Good webpage, shared all Facebook pages and Twitter. All businesses required to be on this” **The Market Place Shopping Centre** (Blackwood)

“Great article, nice to feature local independents businesses instead of high street multiples, feel it really helps people associate with our business ‘family’ rather than just the name” **Bateman Opticians** (Blackwood)

“Certainly helped put our business on the map” **Y Galleri** (Caerphilly)



## RISCA TOWN CENTRE MANAGEMENT GROUP – 3RD OCTOBER 2016

**SUBJECT: 'CHOOSE THE HIGH STREET' CHRISTMAS VOUCHER BOOKLET**

**REPORT BY: CORPORATE DIRECTOR - COMMUNITIES**

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

- 1.1 To inform the Town Centre Management Group of the 'Choose the High Street' 2016 Christmas campaign and will be run in the five principal town centres.

### **2. SUMMARY**

- 2.1 The 'Choose the High Street' initiative will include a 2016 Christmas campaign directed towards encouraging spend in local town centres over the festive period. Retailers across the five managed town centres will have the opportunity to be included in a printed voucher booklet. The campaign is designed to support local businesses by offering them the opportunity to participate under the 'Choose the High Street' banner.

### **3. LINKS TO STRATEGY**

- 3.1 "People, Businesses and Places". The proposals within the strategy are based on a number of regeneration principles, one of which is "Strengthening Town Centres".
- 3.2 "Prosperous Caerphilly" is identified as one of the key outcomes in the Council's "Single Integrated Plan". The Implementation of the *Unique Places* model of Town Centre Management in the County Borough's principal town centres is one of the actions identified to achieve this outcome.
- 3.3 "Future Generations Act (Wales) 2015" sets out seven Well-being Goals which aim to make a positive impact upon the social, economic, environmental or cultural well being of the area or community concerned. This report aligns with the following Well-being Goals:
- A prosperous Wales - the retail sector is a significant employer within the County Borough and a substantial number of those retail businesses and jobs are located in the town centres.
  - A Wales of cohesive communities - the campaign encourages people to visit local town centres connecting them with their wider community.
  - A Wales of vibrant culture and thriving Welsh language - the Voucher Booklet will be produced in a bilingual format.

#### **4. THE REPORT**

4.1 Since 2012, the Council has run a discount scheme to assist local retailers generate sales in the lead up to Christmas. The Christmas Voucher Booklet has proved very popular with the public and retailers and will again be produced in 2016. The aims of the scheme are to provide local businesses with an opportunity to capture consumer spend during the Christmas period and also to market the diverse retail offer contained in the town centres. Retailers in the five managed town centres will have the opportunity to be included in the booklet with the level of discount being set by each retailer. However, the onus remains on the retailer to participate and ensure that their offer is strong enough to incentivise customers. The scheme is free for all retailers and, as in previous years, any retailer in the County Borough who expresses a wish to participate will also be included.

4.2 To support the campaign a number of different marketing platforms will be utilised these include:

- Newspaper adverts;
- Social media;
- Article in the Council's *Newsline*;
- Dedicated webpage on the CCBC corporate website;
- Go2MyTown web site.

4.3 The voucher booklets will be given out in a number of locations in each of the five town centres including:

- Caerphilly: Library / Customer First Centre / Visitor Centre / Whetherspoons - The Malcolm Uphill;
- Blackwood: Library / Customer First Centre / Blackwood Miners Institute / Tidal Stores / Maxime Cinema;
- Bargoed: Library / Customer First Centre;
- Risca: Library / Customer First Centre;
- Ystrad Mynach: Library.

4.4 In 2015, the voucher distribution network was extended to include local supermarkets using dispensers located in their foyers. This proved very successful and will be repeated again for this year's campaign. The supermarkets that have agreed to assist are:

- Morrisons Bargoed;
- Morrisons Caerphilly;
- ASDA Caerphilly;
- ASDA Blackwood.

4.5 In addition, every school in the County Borough will be offered a supply of voucher booklets.

#### **5. EQUALITIES IMPLICATIONS**

5.1 This report is for information purposes, so the council's Eqla process does not need to be applied.

#### **6. FINANCIAL IMPLICATIONS**

6.1 The campaign is funded through the Town Centre Management core budget.



## **7. PERSONNEL IMPLICATIONS**

7.1 There are no direct personnel implications.

## **8. CONSULTATIONS**

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

## **9. RECOMMENDATIONS**

9.1 That Members note the contents of the report.

## **10. REASONS FOR THE RECOMMENDATIONS**

10.1 This report is for information only.

## **11. STATUTORY POWER**

11.1 Local Government Act 2000.

Author: Andrew Highway, Town Centre Development Manager  
Consultees: David Whetter, Interim Head of Regeneration & Planning  
Cllr. K. James, Cabinet Member for Regeneration, Planning and Sustainable  
Development  
Allan Dallimore, Team Leader Urban Renewal  
Paul Hudson, Marketing & Events Manager  
Hayley Lancaster, Senior Communications Officer  
Steve Wilcox, Assistant Town Centre Manager

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## RISCA TOWN CENTRE AUDIT – AUGUST 2016

DATE	ISSUE	DEPARTMENT	PROGRESS UPDATE
28/11/11	<p><b><u>New Footbridge</u></b>  <b><u>Rear of Lidl</u></b>                      It was agreed to use Section 106 monies from the Tesco superstore development in order to build a footbridge across the river linking the store with the existing town centre.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 A report is being produced for the Head of Service along with a briefing paper for local Members. A meeting with Members will also be scheduled to discuss the issue.</p> <p>14/6 The bridge will no longer be progressed, but Officers are looking at usage of the S.106 money.  <span style="background-color: yellow;">Issue Closed 14/6</span></p>
26/11/13	<p><b><u>Condition of Land around Cuckoo Artwork</u></b>  <b><u>Pontymister Industrial Estate</u></b>                      Concern was expressed by local Members at the TCMG in relation to the condition of the land surrounding the cuckoo artwork, which is in an unkempt condition.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p> <p><b>Cleansing</b>  <i>Tony White</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 The area is currently clean, but long term solutions are being looked at, including the conditions of the S.106 agreement. The possibility of relocating the statue is also being investigated.</p> <p>14/6 An improvement has been seen in the area, but weather conditions are encouraging growth. Keep Wales Tidy may be working on the site over the summer period, as they did last year. A new location for the statue at the Northern end of Risca is being investigated.</p>

10/02/15	<p><b><u>Parking Enforcement</u></b>  <b><u>O/S Spar, Tredegar Street</u></b>          At the TCIG, Cllr. George reported that there are a lot of instances of people parking in the bus stop outside the Spar store. This is leading the buses not being able to pull in, which is causing traffic congestion.</p>	<p><b>Police</b>  <i>Ins White</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 No update could be provided.          14/6 Enforcement continues with 11 tickets issued during May.</p>
02/06/15	<p><b><u>Illegal Parking</u></b>  <b><u>Park Road O/S Moriah Church</u></b>          Cllr. George has noted that vehicles are illegally parking along Park Road, which is making it difficult for large vehicles to drive along the road.</p>	<p><b>Police</b>  <i>Ins White</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 No update could be provided.          14/6 Enforcement continues with 5 tickets issued during May.</p>
07/12/15	<p><b><u>Repainting of Benches O/S Library</u></b>  <b><u>Tredegar Street</u></b>          The benches on either side of the Library's entrance have worn and flaking paintwork, which requires repainting.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 Repainting works will be carried out during the drier spring &amp; summer weather.          14/6 The repainting remains on the summer work programme.</p>
07/12/15	<p><b><u>Repainting of Bollard O/S Bay Leaf</u></b>  <b><u>Commercial Street</u></b>          The bollard on the junction of Commercial Street and Commercial Lane next to the Bay Leaf Indian Takeaway is in a poor condition and requires repainting.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 Repainting works will be carried out during the drier spring &amp; summer weather.          14/6 The repainting remains on the summer work programme.</p>

07/12/15	<p><b><u>Removal of Chewing Gum</u></b>  <b><u>Tredegar Street</u></b>          There is a large accumulation of chewing gum on the pavement of Tredegar Street near the Library.</p>	<p><b>Cleansing</b>  <i>Tony White</i></p>	<p><b>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</b></p> <p>11/4 The work remains on the forward work programme for completion during warm weather.          14/6 The item has been placed back on the work programme now that the weather is warmer.</p>
10/12/15	<p><b><u>Damage to Wall</u></b>  <b><u>Bethany Baptist Chapel, Tredegar Street</u></b>          Cllr. George reported that Bethany Baptist Church has had one of its exterior pillars struck by a vehicle. In order to try and prevent reoccurrences, the following will be put in place:</p> <ul style="list-style-type: none"> <li>• Replacement of the broken bollard outside One Stop;</li> <li>• Replace the current bollard near the pillar with a larger stainless steel bollard;</li> <li>• Apply reflective banding to all bollards in the vicinity;</li> <li>• Repainting of double yellow lines in the area;</li> <li>• Repainting of junction white lining.</li> </ul>	<p><b>Highways</b>  <i>Gavin Barry</i></p> <p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p>8/2 Materials have been ordered.          11/4 The bollards have been delivered and will be installed in due course.          14/6 The installation is on the forward work programme.</p>
31/03/16	<p><b><u>Power Washing of Event Space</u></b>  <b><u>Tredegar Grounds, Tredegar Street</u></b>          The pavements on the event space in the corner of Tredegar Grounds have become dirty through use. Power washing is required to restore them to their original appearance.</p>	<p><b>Parks</b>  <i>Mike Headington</i></p>	<p>11/4 Cleansing officers have passed this request to Parks.          14/6 The area will be cleaned over the summer period.</p>

31/03/16	<p><b><u>Seating Area</u></b>  <b><u>O/S Risca Pine Centre, Tredegar Street</u></b>  The benches on the seating area outside Risca Pine Centre require repainting. The pavours underneath are also in need of grubbing out and power washing.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p> <p><b>Parks</b>  <i>Mike Headington</i></p>	<p>11/4 Repainting works will be carried out during the drier spring &amp; summer weather. Cleansing officers have passed the grubbing out request to Parks.  14/6 The requests remain on the work programme.</p>
31/03/16	<p><b><u>Damaged Sign</u></b>  <b><u>O/S Domino's, Tredegar Street</u></b>  A directional sign for Park Road Industrial Estate has become damaged and is in need of repair or replacement.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	<p>11/4 A Highways Inspector has been instructed to attend the site, review and action as necessary.  14/6 A replacement has been ordered.</p>
31/03/16	<p><b><u>Replacement of Missing Bench Slats</u></b>  <b><u>Tredegar Grounds, Tredegar Street</u></b>  A bench within Tredegar Grounds has two slats missing to its seat base, which require replacement.</p>	<p><b>Parks</b>  <i>Mike Headington</i></p>	<p>11/4 No update could be provided.  14/6 One bench has been repaired, but another has been damaged in the interim.</p>
27/04/16	<p><b><u>Banner Changeover</u></b>  <b><u>Town Centre</u></b>  The lamp column banners throughout the town centre will be changed in readiness for the summer period.</p>	<p><b>Town Centre Management</b>  <i>Andrew Highway</i></p>	<p>14/6 The changeover has been completed.  <b>Issue Closed 14/6</b></p>
14/06/16	<p><b><u>Utilisation of Section 106 Funding</u></b>  <b><u>Town Centre</u></b>  Following the decision by Tesco not to install a footbridge linking the store to the Northern end of Commercial Street, Officers are now considering options for the Section 106 funding that has become available.</p>	<p><b>Urban Renewal</b>  <i>Allan Dallimore</i></p>	<p>14/6 A number of development and public realm options have been identified for senior managers to consider.</p>

23/06/16	<p><b><u>Resetting of Street Sign</u></b>  <b><u>Station Road</u></b>  The street sign on the junction between Station Road and Commercial Street has been struck by a vehicle and damaged. A repair or replacement is required.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	
21/07/16	<p><b><u>Repainting of Benches</u></b>  <b><u>Cenotaph Garden, Commercial Street</u></b>  The benches alongside the Cenotaph are worn and require repainting to improve their appearance.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	
21/07/16	<p><b><u>Repainting of Railings</u></b>  <b><u>Cenotaph Garden, Commercial Street</u></b>  The railings surrounding the Cenotaph garden have worn and chipped paintwork, which requires refreshing.</p>	<p><b>Highways</b>  <i>Gavin Barry</i></p>	
21/07/16	<p><b><u>General Maintenance</u></b>  <b><u>Cenotaph Garden, Commercial Street</u></b>  The Cenotaph Garden is in need of some general tidying, such as trimming of the grass edges and tidying of the planted beds.</p>	<p><b>Parks</b>  <i>Mike Headington</i></p>	

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