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For all enquiries relating to this agenda please contact Rebecca Barrett
(Tel: 01443 864245 Email: barrerm@caerphilly.gov.uk)

Date: 6th December 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, 12th December, 2017** at **5.30 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

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 1st November 2017.	1 - 10

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. 11 - 24
- 7 To receive and consider the following Cabinet reports*: -
1. The Management of Trees – 15th November 2017;
 2. Free Christmas Parking Proposal for Caerphilly Town – 15th November 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, 11th December 2017.*

- 8 To receive a Notice of Motion - Provision of Recycle Bins to Residents. 25 - 26

To receive and consider the following Scrutiny reports:-

- 9 Outcome of Consultation on the Potential Closure of Pontllanfraith Leisure Centre. 27 - 76
- 10 Decriminalisation of Parking - Stage 1 Report. 77 - 84
- 11 Planning Consultation Procedure For Applications That Involve Telecommunications Masts. 85 - 90
- 12 Annual Performance Report - Planning. 91 - 122

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, 1ST NOVEMBER 2017 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies - Chair
Councillor Mrs C. Forehead - Vice-Chair

Councillors:

J. Bevan, C. Elsbury, R.W. Gough, J. Ridgewell, J. Scriven, G. Simmonds, T.J. Williams,
B. Zaplatynski

Cabinet Members:

N. George (Neighbourhood Services), S. Morgan (Economy, Infrastructure, Sustainability and Wellbeing of Future Generations Champion), Mrs E. Stenner (Environment and Public Protection)

Together with:

C. Harrhy (Corporate Director - Communities), M.S. Williams (Head of Community and Leisure Services), J. Reynolds (Sports and Leisure Facilities Manager), M. Headington (Green Spaces and Transport Services Manager), M. Eedy (Finance Manager - Environment Directorate), P.J. Harris (Senior Arboricultural Officer), C.B. Jones (Legal Assistant), E. Sullivan (Scrutiny Officer) and R. Barrett (Committee Services Officer)

Also present:

Councillor M. Adams (Pontllanfraith Ward), Mr H. Darling (Local Resident)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A.G. Higgs, A. Hussey, S. Kent, Mrs P. Leonard, A. Whitcombe and W. Williams.

2. DECLARATIONS OF INTEREST

Mr M.S. Williams (Head of Community and Leisure Services declared an interest in Agenda Item 9 (Proposals to Commence a Consultation Exercise to Close Pontllanfraith Leisure Centre). Details are minuted with the respective item.

3. MINUTES - 19TH SEPTEMBER 2017

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 19th September 2017 (minute nos. 1 - 12) be approved as a correct record and signed by the Chair.

4. CALL-IN PROCEDURE

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

5. PROPOSALS TO COMMENCE A CONSULTATION EXERCISE TO CLOSE PONTLLANFAITH LEISURE CENTRE

In that a member of the public was present to speak regarding the matter, the item was moved forward on the agenda. It was noted that the report was considered by Cabinet on 20th September 2017, who endorsed the proposals to undertake consultation on the proposed closure of Pontllanfraith Leisure Centre.

Mark Williams (Head of Community and Leisure Services) declared a prejudicial interest in this item, being Vice-Chair of the governing body at Blackwood Comprehensive School, and left the meeting during consideration of the report.

Mr Huw Darling thanked the Chair for the opportunity to speak at the meeting and read out a statement on behalf of local residents opposing the proposed closure of Pontllanfraith Leisure Centre. Members were advised that a petition being circulated on this matter had gathered 600 signatures in a matter of days. Mr Darling raised concerns as to the impact of a closure on local residents, including a loss of community wellbeing and increased demand on other leisure centres. He queried the rationale for the proposed closure and the value of the potential savings, and raised concerns as to whether Islwyn High School (a proposed replacement venue) had sufficient capacity to host the clubs and organisations that currently use the leisure centre. He also referenced the lack of a Football Association (FA) approved 3G football pitch at Islwyn High School and accessibility issues for those without a vehicle.

Mr Darling expressed concerns regarding the consultation process for the proposed closure, stating that a number of residents had not received any correspondence from the Council in relation to the proposals, and he queried whether the consultation timescale was adequate. In closing, Mr Darling asked the Scrutiny Committee to consider the implications of the proposed closure for local residents.

Councillor Michael Adams (Pontllanfraith ward) was also invited to present the views of local residents. He outlined the lack of public transport available to the Islwyn High School site and referred to the lack of a FA-approved 3G football pitch, which could restrict the level of competitive fixtures that could be played at this site. He also expressed the need for provision of sporting opportunities for young people in the area and for the local community to have access to exercise and sports facilities. Councillor Adams acknowledged the need to make savings during this period of austerity but asked the Scrutiny Committee to seek alternatives to the proposed closure.

Following these representations, Jeff Reynolds (Sports and Leisure Facilities Manager) presented the report, which sought the views of the Scrutiny Committee as part of the consultation process on the future of Pontllanfraith Leisure Centre. It was explained that these views would be considered by Cabinet on 13th December 2017 when it receives a further report on the outcome of the full consultation process.

The report set out the business case relating to the proposed closure of Pontllanfraith Leisure Centre in conjunction with the opening of Islwyn High School, and for the sale and development of the Pontllanfraith High School/Leisure Centre campus. The Scrutiny Committee were referred to the financial position relating to the proposals as set out in the report, including the current operating cost of Pontllanfraith Leisure Centre (£56k in 2016/17) and the details of cost pressures due to maintenance liabilities (circa £150k). The net cost of Pontllanfraith Leisure Centre (£81,502) can be realised as a Medium Term Financial Plan saving from 2018/19 onwards, and the sale of the land could see the Authority realise the full capital receipt potential for the site. Should the leisure centre remain open, there would be an initial cost requirement of circa £112k to transfer shared services such as utilities, telephone and I.T. lines (in addition to the ongoing maintenance liabilities).

In the event of closure the indicative cost of relocating the Caerphilly Adventures Service from Pontllanfraith Leisure Centre to Cwmcarn Forest Drive would be circa £75k - £85k. It has been estimated that relocation of the current 3G football pitch to Blackwood Comprehensive School (in order to resolve capacity/competitive level football issues) would be in the region of £500k. However, no funding has been identified at this time to fund this proposal. If the 3G facility remains at Pontllanfraith, then it is possible that the carpet layer would need to be replaced circa 2020-2022 at a cost of £200k. The demolition cost of the Leisure Centre complex is estimated at £325k and potential voluntary severance costs associated with the closure are estimated at circa £9k. A summary of the costs of closure/demolition (totalling £411k-£421k) and resultant savings/avoided costs (totalling £518k in addition to the £500k to relocate the 3G pitch) were set out in the report.

Members noted the details of the consultation process as contained in the report, which was set as 7 weeks with a closing date of 10th November 2017. Targeted consultation has been carried out with sports hall users, other regular users via the Smartcard database, and users of the 3G pitch. General consultation has been carried out via the Authority's website and social media platforms. Local ward members have been contacted by email with the offer of meetings if desired, and emails/letters have also been sent to the Community/Town Councils and Community Partnerships. 164 online consultation responses have been received to date. Two public forums have also been held, comprising of approximately 50 attendees and local ward members, and a third has been scheduled for the following week.

Following presentation of the report, Members sought assurances that all consultation procedures had been followed and that all persons with an interest in the leisure centre had been made aware of the consultation. Officers explained that the Council correspondence referenced by Mr Darling related to an additional public forum meeting as part of the consultation exercise outlined in the report. They confirmed that notices had been displayed in the leisure centre for a number of weeks prior to the commencement of the consultation exercise, and had also been placed on social media and the Council's website.

A Member sought further information regarding the cost analysis for a number of items detailed in the report, particularly in relation to the transfer of Caerphilly Adventurers to Cwmcarn Forest Drive, the transfer of shared services if the leisure centre were to remain open, and the relocation of the 3G pitch. Officers confirmed that these cost estimates have been derived from a number of competitive quotes, and that as Caerphilly Adventures forms part of the leisure centre provision, it has had to be considered within the overall costs.

The Member referred to the potential for the 3G pitch to be relocated to Blackwood Comprehensive School and queried how the community use aspect of leisure centres can be accessed within school sites. He also raised concerns as to the impact of removing leisure facilities on the Council's wellbeing goal of "A Healthier Wales" within the Wellbeing of Future Generations (Wales) Act 2015. Officers confirmed that many of the leisure centres within the county borough are school-based and that the Council liaises with the schools regarding daytime community use of the facilities. In relation to the goals of the Wellbeing of Future Generations (Wales) Act, Officers explained that although leisure centres play an important

part in their promotion, large outdoor spaces are widely available for use which also significantly contribute to these goals. It was also emphasised that Caerphilly has more leisure centre provision than any other local authority in Wales

The Member sought clarification on which 3G pitches were endorsed by the FA and how the Council would accommodate future 3G bookings at Islwyn High School, given the high level of interest to date. It was explained that the pitch at Pontllanfraith Leisure Centre is endorsed by the FA as it meets certain competitive standards (such as perimeter fencing) but that the 3G pitch at Islwyn High is not endorsed as it does not meet this criteria. It was however emphasised that the 3G facility at Islwyn High School has greater potential owing to the latest dual-use technology on the pitch. Officers confirmed that the level of club demand and the identification of new users would be established as part of the consultation process moving forward and that the Council would continue to work with clubs in this regard.

The Member raised concerns regarding communication of the consultation exercise, explaining that he had not received any correspondence on the matter despite being a Smartcard holder, and that residents had only received notification letters the day before the consultation exercise began. He also queried whether all clubs using the leisure centre had been consulted on the proposed closure. Officers noted the Member's concerns and confirmed that they would revisit this area to ensure that all relevant users are included in the consultation. They added that only Smartcard users registered to Pontllanfraith Leisure Centre would have been contacted.

Another Member queried whether the proposed closure would proceed if the public were against the proposals. Officers gave assurances that Cabinet would take all consultation responses into account when making their decision.

The Scrutiny Committee raised a number of concerns regarding the loss of facilities if Pontllanfraith Leisure Centre were to close and suggested there was a lack of replacement facilities to accommodate certain sports, such as women's competitive football, squash and table tennis. Members were particularly concerned that the closure could undermine the aims of the Wellbeing of Future Generations (Wales) Act and felt that the provision of these sports cannot be guaranteed if they are moved to a school site. Officers confirmed that junior competitive football games can be played at Islwyn High and that they are looking to rehouse the two adult football teams that currently use Pontllanfraith Leisure Centre. In addition, the Centre of Sporting Excellence at Ystrad Mynach plays a high-profile role in the promotion of women's football. It was confirmed that the 3G pitch at Islwyn High is able to accommodate rugby as a shock pad is placed under the pitch. Officers explained that racket-ball sports usage was very low and could easily be accommodated at the nearby Newbridge Leisure Centre.

Members suggested it would be useful to have further information on the various venues where the displaced sports facilities could be accommodated. Officers explained that there may be an opportunity following further investigation to retrofit a fence at Islwyn High to bring the pitch up to competitive standard, and that there would be caretaker arrangements in place to allow access to the facilities. The displacement of services will also form part of the further report to Cabinet. A Member also referenced the £300k income total from Caerphilly Adventures for 2015/16 and requested a breakdown of the charging regime and income generated by leisure centre users. It was explained that all leisure centres within the county borough receive a subsidy but that £143k income was generated during the previous financial year.

The Scrutiny Committee agreed that the aforementioned comments from the public and Members should be fed back as part of the consultation process. However, due to the level of concern expressed with regard to the appropriateness of the consultation process and replacement locations, this matter should be revisited by the Scrutiny Committee prior to its final consideration by Cabinet.

In that the outcome of the consultation was due to be reported to Cabinet on the 13th December 2017 and that there was scope for the report to be presented to Scrutiny on the 12th December 2017, Members agreed that this be the case so that they could assure themselves that all these matters had been addressed and any additional comments made at that time could be reported to Cabinet the following day.

Members also suggested that the consultation period and consultee range be extended and Officers confirmed that they would examine whether this was feasible

It was moved and seconded that the comments and concerns of the Regeneration and Environment Scrutiny Committee be reported to Cabinet as part of the consultation process and that this committee reconsider the matter on the 12th December 2017, prior to its consideration by Cabinet. By a show of hands this was unanimously agreed.

RESOLVED that: -

- (i) the comments and concerns raised be included as part of the consultation process:
- (ii) the consultation period and consultee range be extended if feasible:
- (iii) the outcome of the consultation process be reported to the Regeneration and Environment Scrutiny Committee on the 12th December 2017 prior to its consideration by Cabinet on the 13th December 2017.

6. 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 19th September 2017 and outlines the reports planned for the period November 2017 to June 2018. The Scrutiny Committee were asked to consider the FWP alongside the Cabinet Work Programme as appended to the report and suggest any changes prior to it being finalised and published on the Council's website.

As discussed earlier in the meeting, Members agreed that the report detailing the outcome of the consultation exercise to close Pontllanfraith Leisure Centre be scheduled for 12th December 2017 (prior to its presentation to Cabinet). The Scrutiny Committee noted the details of the special Scrutiny Committee meeting scheduled for 13th December 2017 to consider items relating to the Medium Term Financial Plan. Members were also advised that the Regeneration Strategy report scheduled for 15th May 2018 is progressing well and that they may be asked in due course to consider bringing this item forward to 13th February 2018.

Subject to the foregoing amendment in relation to the Pontllanfraith Leisure Centre report, it was agreed that the final version of the Forward Work Programme be published on the Council's website.

7. REPORT OF THE CABINET MEMBERS

The Scrutiny Committee noted the contents of the reports received from Councillors S. Morgan, Mrs E. Stenner and N. George, which had been circulated to Members in advance of the meeting. Questions and comments were invited on the report contents.

The report from Councillor S. Morgan (Cabinet Member for Economy, Infrastructure, Sustainability and Wellbeing of Future Generations Champion) provided an update in relation to a recent Welsh Government Valleys Taskforce event and details of the new WG Targeted Regeneration Investment Programme (TRIP). Members also noted the annual release of the "Choose The High Street" Christmas voucher booklet, developments in respect of the Pwll y Pant roundabout improvement works, and details of winter maintenance preparations by the Highway Operations Group.

In response to a query on whether measures could be implemented on the approach to the Pwll y Pant roundabout in order to alleviate congestion, it was explained that a public announcement will be made regarding this matter in due course. The Cabinet Member acknowledged that there is some increase to travel times as a result of the works but emphasised that Caerphilly town centre remains open for business. Officers also reiterated the essential need for these improvements in view of the pressures placed on the surrounding highway infrastructure. Members referenced the public strength of feeling regarding the works and requested that their appreciation to the on-site contractors and the Communications Team for the professional manner in which they had handled this difficult situation be placed on record. Discussion also took place regarding the aims and intended outcomes of the WG Valleys Taskforce.

The report from Councillor E. Stenner (Cabinet Member for Environment and Public Protection) referred to a number of Planning-related matters, including the ratification of the Annual Monitoring Report by full Council, developments relating to the Strategic Development Plan, and the progression of a new Regeneration Strategy. In response to a query regarding the Gwern y Doman application, it was explained that confirmation has not yet been received as to when it is likely to be presented to the Planning Committee.

The report from Councillor N. George (Cabinet Member for Neighbourhood Services) provided an update in respect of the new recycling collection measures which had been implemented due to the level of contaminated items received by the contractor. The Scrutiny Committee were advised that since the implementation of these measures, contamination levels have dramatically reduced and the quality of recycling has significantly improved. Members were also shown a short video clip and photographs which demonstrated the improvement in recycling quality. Officers provided clarification on the new collection arrangements and outlined a number of case studies relating to contaminated waste.

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

8. 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.

9. THE MANAGEMENT OF TREES

Mark S. Williams (Head of Community and Leisure Services) and Mike Headington (Green Spaces and Transport Services Manager) presented the report, which sought Members' views on current tree management arrangements, the formal adoption of a tree strategy and the current resources (staff and budget) linked to this function, prior to its presentation to Cabinet for consideration.

Members were reminded of the initial report detailing the management of trees and draft strategy, which was presented to the Regeneration and Environment Scrutiny Committee on 13th December 2016. At that meeting, Members were supportive of the recommendations and agreed to consider resource requirements to ascertain if the draft strategy can be delivered before progressing further. Since that time, and following further examination of the strategy, Officers have made a slight amendment, which introduces a risk rating to underpin the inspection frequencies included in the original draft.

The latest report set out the position following a review of staff and budget resources, and outlined funding proposals to enable the safe management of its tree stock in line with the proposed Tree Strategy (appended to the report) and its resultant zones/inspection frequencies. Officers explained that due to the escalating number of service requests and the subsequent workload pressures, there is a need to employ an additional Arboricultural Officer and maintenance team to deal with tree inspections and maintenance work. There is also a requirement for additional funding to deal with highway tree maintenance on strategic routes. Also appended to the report was a list of the main legislation and guidance outlining land owners' responsibilities in relation to trees and duty of care.

Queries were received regarding the Council's policy in relation to highway obstructions, tree-related nuisance and leaf clearance. It was explained that trees obstructing the highway are addressed through normal highway safety processes as a matter of priority, whilst issues such as the obstruction of a window within a residential property would be approached through the proposed Tree Strategy. Members were advised that it is not feasible for the Council to clear leaves from steps and footpaths due to the enormity of the task, but that the Highways Department funds an additional sweeper through the autumn to clear leaves from gullies and minimise potential flooding.

A Member sought clarification on the process for reporting tree service requests on behalf of residents and suggested it would be useful for the reporting person to be kept informed of the request status. Officers provided details of the appropriate contact point and explained that view of the high volume of requests being received, arrangements are being made to expand the number of staff who can acknowledge such requests. Discussion took place regarding funding for the proposals and Officers outlined how this would be achieved through a combination of recharging measures for tree related surveys, inspections and works and a reprofiling of budgets within Community and Leisure Services. In response to a Member's query, Officers also outlined the health and safety investigations that would be undertaken in the event of a potentially dangerous tree failing.

Following consideration of the report, it was moved and seconded that the following recommendation be forwarded to Cabinet for approval. By a show of hands, this was unanimously agreed.

RECOMMENDED to Cabinet that:-

- (i) the current tree management arrangements set out within the report be endorsed;
- (ii) the proposed draft Tree Strategy at Appendix 1 and the frequency of proposed proactive inspections be endorsed;
- (iii) the funding proposals set out in the report to meet the associated costs in delivering the tree strategy and complying with the Authority's Health and Safety liabilities be endorsed.

Members also thanked the Arboricultural Officer for his continued efforts and asked that their appreciation be placed on record.

10. BUDGET MONITORING REPORT 2017/2018

Mike Eedy (Finance Manager – Environment Directorate) presented the report, which outlined the most recent budget monitoring position for 2017/2018 for the Environment Directorate service divisions, namely Regeneration and Planning, Engineering Services, Public Protection and Community and Leisure Services.

It was explained that the most recent projections for 2017/2018 are based on the latest available financial information. Projected outturn figures for the financial year are compared with the budget to show anticipated under/overspends, with more detailed budget monitoring figures outlined within the report and its appendices. As part of the need to apply further budget efficiency savings in 2017/2018 to meet Medium Term Financial Plan (MTFP) targets and achieve budget strategy aims, the Environment Directorate were targeted to achieve new budget efficiency savings of £0.904m. The most recent figures indicated a total underspend of £539k, but exclusive of ring-fenced budgets this underspend is reduced to £330k.

The Scrutiny Committee were referred to the key underspends and overspends across each service area as contained in the report, with the reasons for any significant variations within individual departments summarised to Members. The report also included an update in respect of the targeted MTFP savings of £0.904m for the Environment Directorate for 2017/2018. It was explained that the approved MTFP savings introduced for 2017/2018 have or will be achieved or will be achieved by the end of the financial year

In response to a Member's query regarding the allocation of general revenue underspends, Officers explained that 50% of the amount is reinvested in the directorate's strategic reserves and the remainder is allocated to Council working balances. This practice is applied across all directorates. A Member referred to the high level of underspends across the directorate and expressed a need for the setting of more stringent budgets in each service area. Queries were received regarding a vacant post within Parks and Outdoor facilities and it was confirmed that this relates to a grounds supervisor post which is being held vacant as an MTFP saving for next year. It was also explained that this saving will assist the department in delivering the approach outlined in the proposed Tree Strategy.

Discussion took place regarding an overspend against highway maintenance works as a result of additional pothole repairs. A Member queried the proportion of repairs carried out in preparation for the Velothon event and if the Council was able to recharge for these works. Officers explained that such data is not available but emphasised that the same assessment criteria is applied to all potholes requiring repair. Members were also reminded of the Cabinet decision in relation to the Velothon and of the holistic benefits this event brings to the county borough. A Member also queried the reasons for a £181k underspend in Cemeteries, with it explained that this was due to a combination of an underspend across the maintenance budget and income targets being exceeded. It is anticipated that this income level will decrease in future years in line with an increase in the rate of inflation.

Members thanked the Officer for his detailed report and were pleased to note the positive financial position of the Directorate to date.

Having given due consideration to the report, Members noted its contents, together with details of the budget monitoring position contained within the appendices.

The meeting closed at 7.33 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 12th December 2017, they were signed by the Chair.

CHAIR

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 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 1st November 2017. The work programme outlines the reports planned for the period December 2017 to June 2018.

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: Christina Harray, Corporate Director – Communities
Richard Harris, Internal Audit Manager & Acting Deputy Monitoring Officer.
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
APPENDIX 1

Regeneration & Environment Scrutiny Committee Forward Work Programme December 2017 to July 2018			
Meeting Date: 12th December 2017			
Subject	Purpose	Key Issues	Witnesses
Annual Performance Report – Planning (P2)	To consider the annual performance report for the planning service, prior to submission to WG.	To consider any variances to the previous year.	Tim Stephens
Decriminalization of Parking (P1)	To consider the options available to us following the announcement from Gwent Police that they wish to transfer on-street parking enforcement to the councils across the Gwent area.	To determine the approach that the Council wishes to take in exercising this power.	Marcus Lloyd
Planning Consultation Procedure for Applications that Involve Telecommunication Masts (P2)	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
Proposals to commence a consultation exercise to close Pontllanfraith Leisure Centre	To consider the outcome of a consultation exercise to close Pontllanfraith Leisure Centre	To consider the outcome of a consultation exercise to close Pontllanfraith Leisure Centre prior to its consideration by Cabinet.	Christina HARRY

Meeting Date: 13th December 2017 – Special MTFP			
Subject	Purpose	Key Issues	Witnesses
Draft Savings Proposals for 2018/19			
Draft Budget Proposals for 2018/19			

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 13th February 2018			
Subject	Purpose	Key Issues	Witnesses
Regeneration Strategy (P2)	To consider the existing strategy and our performance against it and consider a draft strategy that reflects the changing landscape and priorities	To consider the performance made against the existing strategy and to consider a proposed new strategy.	Rhian Kyte
Tourism Venues (P1)	To consider the current operation of tourism venues and their ability to reduce council subsidy, through different operating models.	To consider the current financial position and to consider various options in order to ensure a sustainable financial model over the medium to long term.	Paul Hudson Site Visits
Street Scene Review (GM, Cleansing, Parks, Cemeteries) (P1)	To consider the establishment of a cross party working group and present the purpose and objectives of the street scene review.		Christina HARRY

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 27th March 2018			
Subject	Purpose	Key Issues	Witnesses
Waste Review (P1)	To consider various options of delivery following the detailed option appraisal carried out by WG consultants.	Consideration of each model in terms of budget and recycling performance and a view is sought from the committee on any preferences.	Mark S Williams

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 15th May 2018			
Subject	Purpose	Key Issues	Witnesses
Local Development Plan (LDP) Update (P2)	To consider the current position of the local development plan and consider a way forward.	To consider a way forward in the context of any regional development of a strategic development plan or equivalent.	Rhian Kyte
Decriminalisation of Parking (P1)	Having previously considered the approach to be taken by the council, this report provides the detail delivery of the enforcement of on street parking across the county borough	To consider the cost, income and resource requirements of delivering on-street parking enforcement as well as the reputation of the council.	Marcus Lloyd

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Meeting Date: 26th June 2018			
Subject	Purpose	Key Issues	Witnesses
Community Centres (P1)	To consider how the community centres are currently operated and to set out a new delivery model in the context of the MTFP.	To consider the current method of delivery, the financial position and the risks and to consider a new delivery model.	Mark S Williams/Jeff Reynolds
Highway Maintenance Plan (P2)	To consider all the procedures that ensure we fulfil our statutory duty, prior to adoption by Cabinet.	To consider the procedures within the plan, check their robustness and ascertain if you are satisfied that they fulfil our statutory duty.	Marcus Lloyd
Street Scene Review (GM, Cleansing, Parks, Cemeteries) (P1)	To consider the Street Scene Review including the outcomes from the Cross Party Working Group.		Christina HARRY.

Regeneration & Environment Scrutiny Committee Forward Work Programme
APPENDIX 1

Date To Be Confirmed			
Subject	Purpose	Key Issues	Witnesses
Leisure Strategy (P1) (Special Meeting of Scrutiny)	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"> To consider the recommendations of the WAO report. Next steps in terms of adoption of strategy by the Authority. 	Mark S Williams
Targeted Regeneration Investment Programme (TRIP) (P3)	To consult on the Targeted Regeneration Investment Programme (TRIP) (formally Viable Vibrant Places) grant bid proposals.	The report will outline the Welsh Government TRIP 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
Local Development Plan Update (October 2018) (P1)	To update the Committee on the position of the Local Development Plan.		Tim Stephens Rhian Kyte

(Key P1,2,3,4 – Priority 1,2,3 or 4)

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Cabinet Forward Work Programme

APPENDIX 2

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
Proposed Closure of Pontllanfraith Leisure Centre - Outcome from the Consultation Exercise	To consider the outcome of the consultation for the proposed closure of Pontllanfraith Leisure Centre.	Communities
Air Quality Action Plan	This report will advise Cabinet on the outcome of a public consultation exercise on the draft Hafodyrynys Air Quality Action Plan and seek approval of the final Action Plan.	Public Protection
Write-off of Debt over £20,000 (EXEMPT)	The report will seek Cabinet approval to write-off a debt due to bankruptcy.	Corporate Finance
Mid-Year Budget Monitoring (Whole-Authority).	The report will provide details of projected Whole-Authority revenue expenditure for the 2017/18 financial year along with details of any significant issues arising. The report will also update Cabinet on progress in delivering the approved savings for 2017/18.	Corporate Finance
BMI		
13TH DECEMBER 2017	Key Issues	Service Area
Blackwood Miners' Institute Annual Report and Statement of Accounts 2016/2017 and Update on Arts Council Wales Resilience Report	To advise Cabinet as Trustees of the Blackwood Miners' Institute of the operational activities and financial position of Blackwood Miners' Institute for the financial year ending 31st March 2017 and to inform Cabinet as Trustees of the Blackwood Miners' Institute of the Arts Council Wales Resilience Programme Resilience Report.	Economic Development
31ST JANUARY 2018	Key Issues	Service Area
Annual Equalities Report 2016-2017	Required	Public Protection
Update on Reserves	To present details of the usable reserves held by the Authority and to outline proposals for the use of reserves in some areas.	Corporate Finance

Cabinet Forward Work Programme

APPENDIX 2

Land at Plasturtwyn Terrace, Llanbradach	To seek members' instructions in relation to the disposal of the land, which has been declared surplus. The options are 1. To negotiate a disposal directly with the zoned Housing Association partner, in which case affordable housing could be up to 100% or 2. To put the site on the market with a view to achieving a capital receipt, with affordable housing limited to a maximum of 40%	Property Services
Fixed Penalty Notices for Flytipping	To seek Cabinet approval for a fixed penalty amount for flytipping offences following the introduction of the Unauthorised Deposit of Waste (Fixed Penalties) (Wales) Regulations 2017.	Public Protection
Disposal of land at Bargoed Development Plateau to Marstons PLC	To seek approval in principle to the disposal of Council owned land at Bargoed Development Plateau to Marstons PLC to facilitate development of a pub/restaurant. To authorise the Interim Head of Property Services to negotiate with Marstons PLC to agree the detailed terms and conditions of the disposal and with WG in order to satisfy the conditions of the WG Land Reclamation Grant that part funded the construction costs of the Bargoed Development Plateau.	Economic Development
Housing Rent Increase		Housing
ERDF 4.4 Funding Opportunities – The Lawn Industrial Estate Rhymney and T.D. Nelson.		Economic Development
Car Salary Sacrifice Scheme	To advise Cabinet of the implications of HMRC changes in relation to the treatment of tax and national insurance for the Car Salary Sacrifice Scheme and to make appropriate recommendations on the future of the Scheme.	Human Resources

14TH FEBRUARY 2018	Key Issues	Service Area
Budget Proposals 2018/19 and Medium-Term Financial Strategy 2018/2023	To seek Cabinet endorsement of the 2018/19 budget proposals contained within this report prior to final determination at Council on the 20th February 2018.	Corporate Finance

Cabinet Forward Work Programme

APPENDIX 2

28TH FEBRUARY 2018	Key Issues	Service Area
CCBC Corporate Plan	The Corporate Plan sets out the Council's Priorities. The Local Government Measure 2009 requires all local authorities in Wales to set and publish a set of priorities as is 'practicably possible' in the new financial year. The introduction of the Well-being of Future Generations (Wales) Act 2015 (WBFGA) also places a legal requirement for public bodies to set and publish 'Well-being Objectives' and publish by a specific date of no later than 31st March 2018.	Public Protection
Sheltered Housing Schemes – Eastern Valleys Area Remodelling	To provide members with proposals for remodelling a small number of sheltered housing schemes in the eastern valley, in order for members to consider a number of options which may include improvements, remodelling, alternative use and possibly demolition.	Housing
Affordable Homes New Build Proposals	To confirm the new build Council Housing programme, including the preferred delivery option in order for the Council to utilise the Affordable Housing Grant funding that has been allocated to CCBC.	Housing
28TH MARCH 2018	Key Issues	Service Area
The Gwent VAWDASV Strategy	To seek Cabinet approval for the Regional Gwent Violence Against Women, Sexual Violence, & Domestic Abuse Strategy 2017-22. The purpose of this strategy is to set out the regional integrated approach to stop violence against women, domestic abuse and sexual violence, to improve the health and well-being of individuals and families affected by abuse and hold to account those who perpetrate such abuse.	Public Protection
EAS Business Plan		Education

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 2017

SUBJECT: NOTICE OF MOTION – PROVISION OF RECYCLE BINS TO RESIDENTS

REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The Scrutiny Committee is asked to consider the Notice of Motion as set out in Paragraph 3.1 of the Report, and make an appropriate recommendation.

2. BACKGROUND

- 2.1 A Notice of Motion has been received from Councillor Etheridge and is supported by Councillors G. Simmonds, B. Owen and A. Farina-Childs.
- 2.2 The Notice of Motion meets the criteria set out in the Council's Constitution and in accordance with the Council's Rules of Procedure is now referred to this Scrutiny Committee for consideration.

3. REPORT

- 3.1 Councillor Etheridge requests in his Notice of Motion:-

“That current policy is amended to take into consideration vulnerable people who have never received a re-cycle bin provided by the Authority, and one is provided on request free of charge only in exceptional circumstances.”

- 3.2 The following information is provided by the Member in support of his notice of motion.

Recently two elderly disabled residents provided 'statements of truth' both over 80 which were forwarded to the Director. Under the current policy they were charged and I wish the interpretation of the procedure to show a more caring and compassionate approach with the policy amended by Scrutiny and Cabinet. The most important factor here is re-cycle bins were never provided to these residents, and we call on the Council to adopt a more sympathetic and reasonable approach.

- 3.3 Members are reminded that the issue of charging for replacement waste collection containers was considered by the Regeneration and Scrutiny Committee on 13th December 2016. At that time it was resolved that the current charging policy for replacement waste collection containers be retained and the option of issuing second hand containers at a lower price be explored further by relevant Members and Officers.

4. EQUALITIES IMPLICATIONS

- 4.1 There are no specific equalities implications that directly affect the Council arising from the report.

5. FINANCIAL IMPLICATIONS

- 5.1 There are financial implications associated with this report.

6. PERSONNEL IMPLICATIONS

- 6.1 There are personnel implications associated with this report.

7. CONSULTATIONS

- 7.1 The views of the Head of Communities and Leisure Services will be provided at the meeting.

8. RECOMMENDATIONS

- 8.1 Members are asked to consider the Notice of Motion outlined in paragraph 3.1 above.

Author: Richard Harris, Internal Audit Manager & Acting Deputy Monitoring Officer



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 2017

**SUBJECT: OUTCOME OF CONSULTATION ON THE POTENTIAL CLOSURE OF
PONTLLANFRAITH LEISURE CENTRE**

REPORT BY: CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To advise the Scrutiny Committee of the outcome of the consultation exercise in respect of the potential closure of Pontllanfraith Leisure Centre.

2. SUMMARY

- 2.1 At the meeting of 1st November 2017, the Committee considered the potential closure of Pontllanfraith Leisure Centre as key consultees in the consultation process.
- 2.2 The outcome of the meeting on 1st November 2017 was a request from the Committee to extend the consultation period and to receive the outcome of the consultation at this meeting.

3. LINKS TO STRATEGY

- 3.1 The Wellbeing of Future Generation (Wales) Act 2015 is about improving the social, economic, environmental and cultural wellbeing of Wales. It requires public bodies to think more about the long-term, working with people and communities, looking to prevent problems and take a more joined up approach. This will create a Wales that we all want to live in, now and in the future. The Act puts in place seven well-being 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.

The content of this report links into: A healthier Wales, A Wales of cohesive communities and a globally responsible Wales.

- 3.2 The Community & Leisure Services Divisional Service Plan contains specific objectives to meet a range of statutory and non-statutory targets. The plan also outlines the division's contribution to the Authority's Medium Term Financial Strategy.

4. THE REPORT

4.1 The consultation process commenced on 9th October 2017 with an original target completion date of 10th November 2017. However, the Regeneration & Environment Scrutiny Committee expressed the view that this period should be extended at its meeting on 1st November 2017. The consultation period was therefore extended by 2 weeks to the 24th November 2017.

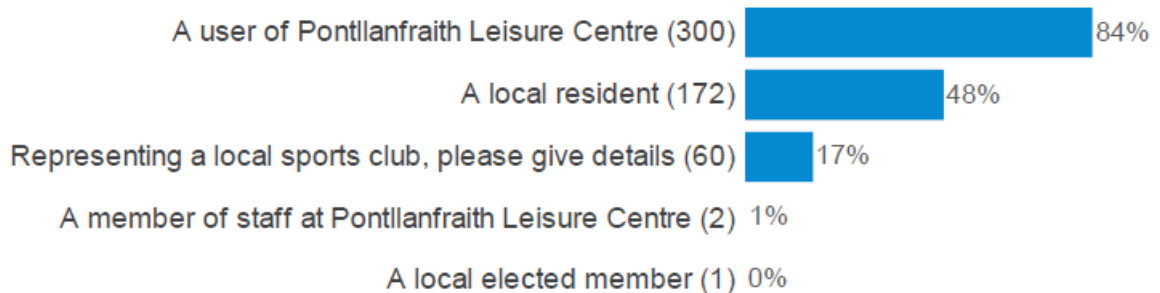
4.2 The consultation process comprised of the following elements:-

- Notices in Leisure Centre advising of the process.
- Paper comments forms and associated deposit box in Leisure Centre.
- Notification of process on CCBC web-site.
- On-line form for submission of comments.
- 2 public meetings (held early evening on 17th & 19th October at the Leisure Centre).
- One to one consultation appointments with those that expressed interest in a more personal discussion (held on 7th November 2017 and 22nd November 2017).
- Meetings with local members representing words immediately adjacent to the Leisure Centre (Pontllanfraith, Blackwood, Penmaen & Cefn Fforest).
- Notification to all Town & Community Councillors seeking their views on the potential closure of the centre.
- Consultation with the Regeneration & Environment Scrutiny Committee at its meeting on 1st November 2017.
- Further meetings with the Head teacher and Governors at Islwyn High.
- Discussions with staff & Trade Unions.

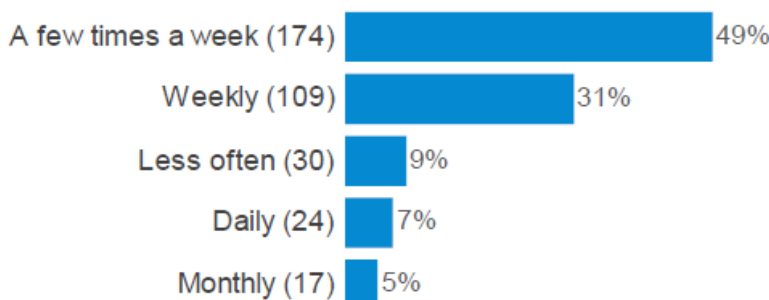
4.3 The outcome of the wider public consultation has been analysed by staff in the Authority's Communications Unit. This analysis has resulted in a mix of graphical representations and a collection of specific comments. The summary report and specific comments attached as Appendix 1 to this report.

4.4 The key graphs from the summary consultation report are as follows:-

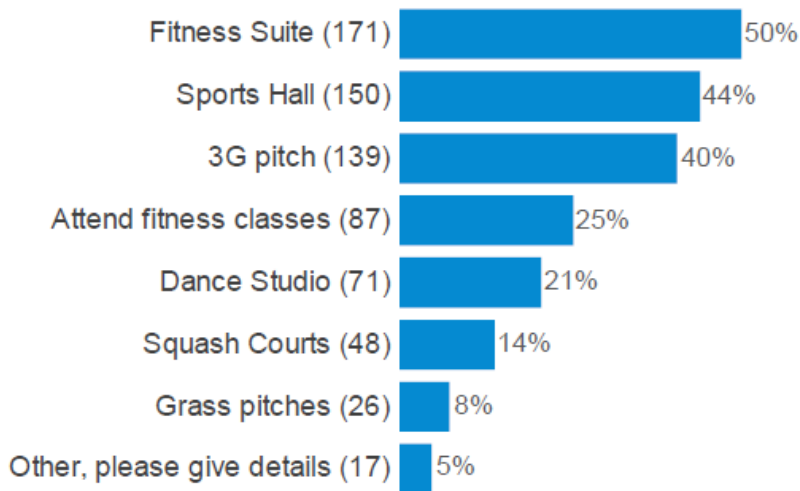
Please indicate your interest in this consultation *(please tick all that apply)*



How often do you use Pontllanfraith Leisure Centre?



What facilities do you use at Pontllanfraith Leisure Centre? (please tick all that apply)



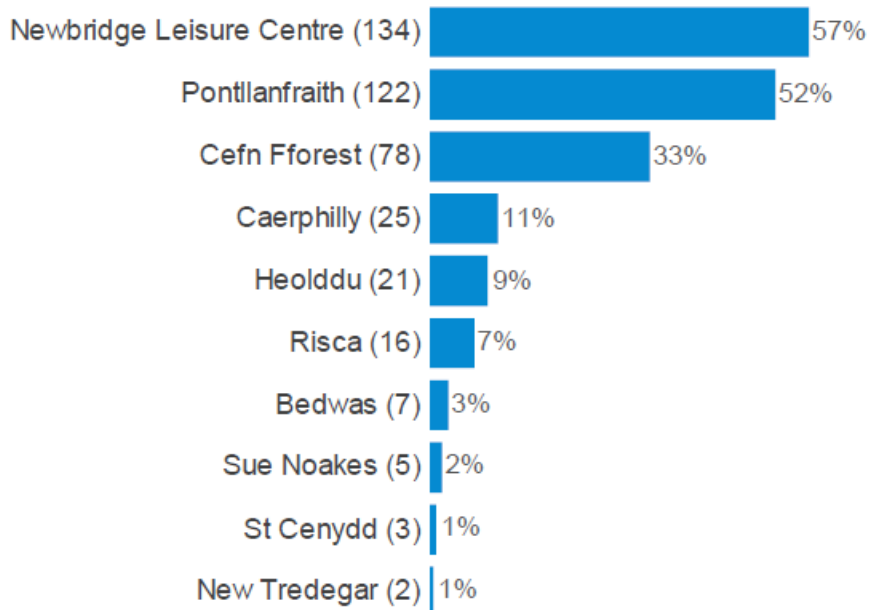
Are alternative arrangements/facilities in place to meet your needs?



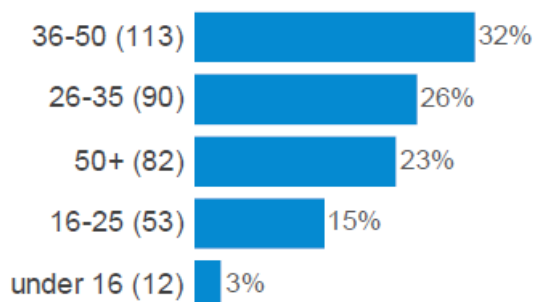
Are you a Caerphilly Lifestyle member?



Do you use any other leisure facilities in the Caerphilly county borough area?



What is your age group



Are you



- 4.5 There are a number of “themes” that have arisen as the consultation analysis has been completed. The table below illustrates the nature of these themes and the comments of officers.

COMMON CONSULTATION THEMES	
Consultation Question: <i>What impact will the closure of Pontllanfraith Leisure Centre have on you?</i>	
THEME	OFFICER COMMENT
<ul style="list-style-type: none"> • Further to travel. • Will not be able to walk to a facility. • Pontllanfraith is more convenient for me. 	<ul style="list-style-type: none"> • Paragraphs 4.20 & 4.21 include a commentary on travel distances. Of particular reference is the fact that over 50% of the Pontllanfraith users travel from outside the NP12 postcode area and therefore travel by car or bus. Other facilities may therefore be closer to many of the centre’s users.
<ul style="list-style-type: none"> • The facility includes a 3G pitch which is available in all weathers. • Local 3G pitches are already oversubscribed. • If a 3G is not installed at Blackwood this would have a huge impact. • 3G demand in the area cannot be satisfied. 	<ul style="list-style-type: none"> • It is accepted that the demand for 3G facilities is significant given our changing weather conditions/climate. • While the Authority has no certainty over the development of a new 3G at Blackwood at present, the bid has been included in its 21st Century Schools submission to Welsh Government. • A range of alternatives are being explored in terms of relocating 3G users to other facilities. • The potential for the 3G pitch at Pontllanfraith to remain until the 31st March 2017 would allow users to benefit from it for the entire duration of the winter period. There is less pressure after the clocks go forward at the end of March.

<ul style="list-style-type: none"> • Significant loss of facilities and services in the Pontllanfraith area (Youth Centre, Ty Pontllanfraith, School and now Leisure Centre). • Housing Growth in area will place significant burden on local services/infrastructure. • More residents using other Leisure Centres will place additional burden on those other Centres. 	<ul style="list-style-type: none"> • It is difficult to comment on changes that take place in society – some of these are for the better and some are not. Unfortunately, in modern society change is inevitable and is driven by economics (in the case of Ty Pontllanfraith), or the need to improve (eg: the education offer in the Pontllanfraith/Blackwood/Oakdale area). • Housing growth is needed as there is a shortage of housing within the County Borough. • The Authority has more Leisure Centres than any other Local Authority in Wales and this number, when combined with the age profile is unsustainable in the long-term. Leisure Centre rationalisation to a fewer number of strategic centres is therefore required in the medium to long-term. The provision of secondary leisure provision should also be noted with facilities for community use provided at Lewis School, Pengam, Y-Gwindy, Caerphilly, St Martins School, Caerphilly, Markham Community House, Blackwood Comprehensive School and Ysgol Cwm Rhymini, Fleur de Lys
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COMMON CONSULTATION THEMES	
Consultation Question: <i>Are alternative arrangement/ facilities in place to meet your needs?</i>	
THREAD	OFFICER COMMENT
<ul style="list-style-type: none"> • 3G at Islwyn High is not enough – the Pontllanfraith 3G needs to be replaced at Blackwood. 	<ul style="list-style-type: none"> • See comments above regarding 3G at Blackwood Comprehensive and 21st Century Schools submission to Welsh Government. • See comments above regarding option to keep 3G at Pontllanfraith open until 31st March 2017.
<ul style="list-style-type: none"> • There are no alternative facilities that would meet may needs. • A lack of affordable facilities exists in the vicinity. 	<ul style="list-style-type: none"> • See comments above regarding travel distances etc. • The Authority has a significant number of Leisure Centres, many of which offer all of the services on offer at Pontllanfraith and more (eg: Newbridge). • The Authority's Leisure Centre pricing structure is consistent across the County Borough and membership allows the use of all Centres.
<ul style="list-style-type: none"> • The majority of Leisure Centres are ageing and need significant investment to bring them to a modern standard. The use of Leisure Centres is cost prohibitive and should be subsidised for residents. 	<ul style="list-style-type: none"> • It is accepted that the Authority's Leisure Centre stock is ageing and in need of investment. However, there is insufficient funding in the current climate to invest in the vast number of facilities across the

	<p>County Borough. Consequently rationalisation is required followed by an investment programme in a smaller number of strategic facilities.</p> <ul style="list-style-type: none"> • The use of the Authority's Leisure Centres is already subsidised (the subsidy varies from centre to centre dependant on facility mix and user profiles). However, this is unsustainable in the current financial climate.
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COMMON CONSULTATION THEMES	
Consultation Question: <i>Please detail how the impact of closure of Pontllanfraith Leisure Centre could be further reduced?</i>	
THREAD	OFFICER COMMENT
<ul style="list-style-type: none"> • Keeping the 3G pitch or creating another one. • Move or redevelop the 3G pitch quickly at another location. • Keep the 3G pitch but close the Leisure Centre. • If the current classes could be transferred to another local centre and my Caerphilly Leisure membership can still be used to attend classes then it would be acceptable, 	<ul style="list-style-type: none"> • See comments above regarding option to keep the 3G pitch until 31st March 2017 and 21st Century Schools submission to Welsh Government. • This is covered in paragraph 4.12 of the report. However, it does not represent a financially viable proposal. • Other centres offer a wide range of classes and a Caerphilly Leisure Membership can be used at any of our Centres.
<ul style="list-style-type: none"> • Make Newbridge Leisure Centre bigger and better. • Upgrade other Leisure Centres. • The question makes it sound like it is a pre-ordained event ie no notice will be taken of views expressed. 	<ul style="list-style-type: none"> • See comments above on future investment in a smaller number of strategic facilities. • The consultation process has been detailed, thorough and held over a 8-week period and has involved a range of media (one to one interviews, on-line, written forms, public meetings, etc.) • No decision will be taken until the Scrutiny Committee has considered the consultation responses and made a recommendation to Cabinet.

4.6 In terms of the other consultation mechanisms the outcomes are as follows:-

(i) Meetings with Local Members

- A meeting was held with the 3 Pontllanfraith members
- No response was received from Cefn Fforest or Penmaen members in relation to accepting or declining the meeting.
- 2 responses were received from the Blackwood members – one of the members attended the meeting with officers, one declared an interest as a result of a school governing body role and no response was received from the other member.

(ii) Town & Community Councils

3 representatives of Blackwood Town Council attended the meeting with the local member for Blackwood; subsequently a formal response has been received from Blackwood Town Council which is included as Appendix 2 to this report. The response from Blackwood Town Council was largely based around the Authority's duties and responsibilities associated with Well Being of Future Generations Act and maintains that any closure of the Leisure Centre would be in contravention of many of the principles set down by the Act. In addition, Blackwood Town Council has suggested that any closure would be in conflict with the Public Service Board draft well-being plan, "The Caerphilly we want". The Town Council eventually recommends that any decision to close Pontllanfraith Leisure Centre should be deferred for 6 to 12 months and states that it intends to refer the matter to the Caerphilly Public Services Board and Future Generations Commissioner for Wales. Officers have considered the submission by Blackwood Town Council and are of the view that the Authority now needs to take a long-term view as we know that public services will need to change or be unable to cope with economic, social, and environmental future trends. As is pointed out, a Healthier Wales is a Well-being Goal within the Well Being of Future Generations Act and the Caerphilly Public Services Board draft Well-being Plan and the Council's own Well-being Objectives seek to make a contribution to that Goal. Clearly, the direct provision of leisure services can make a contribution to maximising people's physical and mental well-being, but the sustainability of that service provision needs to be considered in the context of available resources going forward. The Authority has more Leisure Centres than any other Local Authority in Wales and this number, when combined with the age profile, is unsustainable in the long-term.

With regard to the well-being of future generations a healthier Wales will be achieved in the long term, not only by providing leisure centres, but by people maximising their physical and mental well-being through healthy choices and behaviours. For example, the Daily Mile initiative was launched at Pontllanfraith Primary School in March 2017 and we now have over 8000 primary/infant pupils completing this exercise every school day, but many more are still to sign up. Smoking prevalence continues to fall, but still 18% of adults in the county borough are smokers. We agree that our direct provision of leisure services has a contribution to make to well-being, but as set out in the Caerphilly Public Service Board's draft Well-being Plan we also need to ensure that our assets and resources are used more intelligently and sustainably. There have been no responses from any other Town & Community Councils.

(iii) Regeneration & Environment Scrutiny Committee

The Scrutiny Committee considered the matter at its meeting on 1st November 2017. Prior to the meeting a member of the public asked to address the Committee and this was accommodated.

The Committee considered the officer report, the public representation and requested a slight extension to the consultation period which has been accommodated (extended from 10/11/17 to 24/11/17). In addition, the Scrutiny Committee requested that the outcome of the consultation is brought to the next meeting (12th December 2017) which has also been accommodated. As a result of the 12th December Scrutiny Committee being less than 24 hours before the 13th December Cabinet meeting, a verbal recommendation from Scrutiny will be provided to Cabinet.

(iv) Meeting with Islwyn High School

Meetings have been held with the Head teacher and Governing Body of Islwyn High School. During the meeting with the Head teacher, the Corporate Director (Communities) agreed that a member of Sport & Leisure staff would be provided for a period of 3 months to assist the school with transition of the Sports Hall programme from Pontllanfraith Leisure Centre in the event of the decision being taken to close the centre. It was agreed that this 3-month assistance period would be at no cost to the

school. Subsequently, a paper was presented to the Governing Body outlining the programme that would be transferred to Islwyn High School and the 3-months free of charge staffing assistance. It was also outlined to the Governing Body that the programme to be transferred is a mature, block booking programme which will represent guaranteed income for the school.

While the Governing Body were generally in favour of the transition of the mature programme from Pontllanfraith, it was keen not to be seen to prejudice the consultation process and would not therefore make a final decision until the consultation period is over. This decision will therefore be made at the next meeting of the governing body.

- 4.7 All of the issues relating to the closure of Pontllanfraith Leisure Centre were outlined in the Cabinet report of 20th September 2017 which was considered by the Scrutiny Committee on 1st November 2017.
- 4.8 While the Sports hall programme can be transitioned to Islwyn High School, the 3G has been a significant issue that has been raised throughout the consultation period (Appendix 3 to this report includes details of existing Pontllanfraith Leisure Centre and 3G pitch users and their transfer options).
- 4.9 Of particular reference is the fact that the current evening and weekend usage at Islwyn High does not allow the level of usage from the Pontllanfraith 3G pitch to be transferred, although most of the Pontllanfraith 3G usage can be transferred to other CCBC facilities such as the artificial pitches (albeit not 3G) at Blackwood Comprehensive & Sue Noake Leisure Centre, Ystrad Mynach, or the floodlit tennis courts at Islwyn High.
- 4.10 Officers have also looked at an option involving demolition of the Leisure Centre, retention of the 3G pitch and car parking and construction of new changing rooms for users of the 3G pitch.
- However, this option is likely to have one off cost implications of circa £700,000 in addition to a significant negative impact on the capital receipt for the site (of circa £1.4m).
- 4.11 In the Cabinet report of 20th September an aspiration to develop a new 3G playing surface at Blackwood Comprehensive was articulated (subject to funding being secured) and this has now been included in a proposal to Welsh Government under the Band A 21st Century Schools Programme.
- 4.12 The inability to use the Islwyn High 3G pitch for competitive senior football matches has also been raised in the consultation process. While some retrofitting of barriers is possible at Islwyn High, the “run-off” gap between edge of pitch and barrier could not achieve the desired 5 metres, although 3.5 metres would be possible and the feedback from Sport Governing bodies is that 3.5m is sufficient to obtain their approval (even though 5m would be desirable). Barriers could be retro-fitted at a cost circa £15,000 - £25,000 which would enable the pitch to be used for competitive senior matches (it would also allow for the dug outs to be moved from the Pontllanfraith site and reused at Islwyn High). This retro-fitting of barriers could be funded from the Communities Directorate Reserve.
- 4.13 There are currently 2 teams (Ynysddu Welfare and Wattsville) that are using the Pontllanfraith facility to play at this level and favourable discussions have been held with both of these teams in relation to a move to grass based compliant pitches at the Bryn, Pontllanfraith (for Ynysddu Welfare) and Wattsville.
- 4.14 A further option to consider is whether to delay the demolition of Pontllanfraith Comprehensive School until late March/early April 2018 which would allow continued 3G usage at Pontllanfraith over the remaining winter hours period. The Sports Hall transition to Islwyn High School could however commence in January 2018 to enable full use of the sports hall at

Islwyn High to commence (supported by Sports & Leisure staff as outlined in paragraph 4.8 (iv), above), In this regard, the Interim Head of Property has been consulted and has commented that the demolition contract could be awarded, timed and managed to allow the 3G pitch (and associated service infrastructure) to remain in use until 31st March 2017.

- 4.15 The need to move the Caerphilly, Adventures Service to Cwmcarn Forest Drive was also outlined in the Cabinet report of 20th September 2017. This move required some civil engineering works on site which would need to be funded in advance of the sale of the Pontllanfraith site. In this regard, it is suggested that the Communities Directorate Reserve is used to fund these works up front.
- 4.16 The role that the Caerphilly Adventures Service plays in supporting the education service is significant (particularly Education other than at school (EOTAS) and Specialist Resource Bases) and this role has the potential to increase subject to its inclusion in the future review of EOTAS provision in Caerphilly County Borough.
- 4.17 When considering Leisure Centre provision there are a number of industry related statistics which Cabinet should consider.
- 4.18 In the Leisure industry, it is accepted that customers are generally prepared to travel a distance of 5 miles or 20 minutes to facilities. In this regard when the user analysis for Pontllanfraith is examined it reveals that over 50% of users are outside the NP12 postcode area (NP12 stretches from the Argoed Ward in the North to the Pontllanfraith Ward in the South and the Pengam Ward in the West to the Penmaen Ward in the East).
- 4.19 If the distance of other CCBC facilities from Pontllanfraith Leisure Centre is examined the following can be seen:-

CCBC Facility	Distance from Pontllanfraith Leisure Centre
Newbridge Leisure Centre	3.3 miles
Cefn Fforest Leisure Centre	2.0 miles
Sue Noake Leisure Centre, Ystrad Mynach	3.1 miles
Heolddu Leisure Centre	5 miles

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 The issues outlined in this report make a contribution across the seven well-being goals, but in particular to the following three:
 1. **A healthier Wales:** There is significant evidence to support the view that undertaking a physically active lifestyle has significant benefits in terms of reducing the risk of cardiovascular disease along with positive impacts upon mental health and body weight control. The role of schools is significant in terms of supporting the integration of physical activity into everyday lifestyles.
 2. **A Wales of cohesive communities:** Islwyn High School have communicated a vision to place the school and its facilities at the heart of the community, ensuring its effectively placed to deliver a well-connected, socially inclusive hub.
 3. **A globally responsible Wales:** There is significant evidence to support the positive impact that leading a healthy, physically active lifestyle has upon the economic, social and cultural well-being of Welsh residents.
- 5.2 The proposals detailed in this report are consistent with the five ways of working as set out in the sustainable development principle contained within the Well-being of Future Generations (Wales) Act 2015. A long term view has been taken of the requirement for the provision of leisure services within the county borough. We have involved people in consideration of this issue as outlined in sections 4.3 to 4.6 of this report.

6. EQUALITIES IMPLICATIONS

- 6.1 An Equalities Impact Assessment has been completed and is attached as Appendix 4 to this report.

7. FINANCIAL IMPLICATIONS

- 7.1 The 2017/18 budget for running Pontllanfraith Leisure Centre is £81,502. However, this includes a joint user virement from Education (as a result of the Centre being classed as a joint use centre located on a school site) of circa £26,000. Consequently if the Leisure Centre remains open then the 2018/19 budget would need to be adjusted to circa £108,000 to allow for the loss of the joint user virement.
- 7.2 While the capital receipt for the sale of the school, leisure centre and 3G pitch area is dependent on a number of variables, initial estimates suggest that it could realise a capital receipt of circa £4.3 m. If the Leisure Centre and 3G pitch remains this is likely to reduce to £2.4m.
- 7.3 The financial implications associated with closing/demolishing the Leisure Centre are outlined below with appropriate narrative, and are summarised in the table at paragraph 7.9.
- 7.4 Should the Leisure Centre remain open, there is an initial cost requirement of circa £112,000 to transfer shared services such as utilities, telephone and I.T. lines. There will be a further requirement for ongoing maintenance liabilities to be supported and the maintenance backlog for the Leisure Centre is estimated at £150,000.
- 7.5 The indicative cost of relocating the Caerphilly Adventures Service to Cwmcarn Fforest Drive is circa £75,000 - £85,000.
- 7.6 The indicative cost of relocating the current 3G football pitch to Blackwood Comprehensive School is still to be accurately determined; (this cannot be ascertained unless detailed design and tendering is completed). However, no funding has been identified at this time to fund this proposal. If the 3G facility remains at Pontllanfraith then it is possible that the "Carpet" would need replacing in the period 2020 – 2022.
- 7.7 There is a one-off cost of demolition of the Leisure Centre complex which is estimated at £325,000. (In terms of demolition, the contract for demolishing the school is due to commence in the coming months and the Leisure Centre demolition could be added as a contract variation).
- 7.8 There are also some voluntary severance costs associated with the closure. These are covered in the Personnel Implications section below and total circa £11,250.
- 7.9 A summary of the costs of closure/demolition and resultant savings/avoided costs is included in the table below:-

One-Off Cost of Closure/Demolition (£)		Savings/Avoided Costs (£)	
325,000	Demolition	81,000	Annual Cost Saving associated with running Pontllanfraith Leisure Centre
75,000 – 85,000	Relocation of Caerphilly Adventures Service to Cwmcarn.	112,000	Services Diversion Costs Avoidance
		150,000	Maintenance Backlog Cost Avoidance

11,250	Potential HR Costs (Voluntary Severance, etc.).	200,000	Replacement of existing 3G "Carpet" in 2020 – 2022
Total: £411,250 - £421,250		Total: £543,000	

8. PERSONNEL IMPLICATIONS

- 8.1 Since the Cabinet report of 20th September 2017 clarity has been sought in relation to the 2 staff that will retire voluntarily supported by Voluntary Severance payments.
- 8.2 There are no pension implications associated with these 2 staff and the voluntary severance/Rhymney Valley loyalty bonus estimates are in line with those provided in the September Cabinet report (circa £11,250).
- 8.3 The remainder of the staff currently working at Pontllanfraith Leisure Centre can be accommodated within the Sport & Leisure Service as a result of non-filling of posts elsewhere.

9. CONSULTATION

- 9.1 The consultation undertaken is outlined in sections 4.1 to 4.6 of this report.
- 9.2 The consultees listed below have been consulted on the report and their views have been incorporated accordingly.

10. CONCLUSION

- 10.1 While the view of officers is that the business case supports the closure of the Leisure Centre and 3G pitch (and this will be an officer recommendation to Cabinet), there are obvious benefits in allowing the 3G pitch to remain in use until 31st March 2017, which will also form part of the officer recommendation to Cabinet.
- 10.2 Although officers will make a clear set of recommendations, the Cabinet clearly needs to receive and understand the views of the Scrutiny Committee before it makes any decision on the future of Pontllanfraith Leisure Centre and 3G pitch.
- 10.3 In the report to be considered by Cabinet on 13th December officers have recommended that Cabinet:-
- (i) Agrees the closure of Pontllanfraith Leisure Centre.
 - (ii) Agrees that the 3G pitch will remain in use until 31st March 2017 and that the site demolition programme will be managed to accommodate this.
 - (iii) Agrees that barriers are retro-fitted to the Islwyn High 3G pitch to allow senior competitive matches to be played and that the Communities Directorate Reserve is used to fund this.
 - (iv) Endorses the transition of Sports Hall bookings to Islwyn High School with effect from January 2018, subject to final agreement of the Governing Body of the school.
 - (v) Agrees the development of Cwmcarn Forest Drive to allow the relocation of the Caerphilly Adventures Service.
 - (vi) Agrees that the works to the Cwmcarn Site (£75k - £85k) are funded from the Communities Directorate Reserve.
- 10.4 The Scrutiny Committee are therefore invited to consider the content of this report, with particular reference to the consultation analysis.

11. RECOMMENDATIONS

11.1 The Scrutiny Committee are invited to consider the content of this report and the consultation analysis and to provide its views which will be verbally articulated at the 13th December Cabinet meeting when Cabinet will consider the future of Pontllanfraith Leisure Centre.

Author Christina Harrhy, Corporate Director, Communities
HARRHC@caerphilly.gov.uk
Consultees: Councillor Nigel George, Cabinet Member for Neighbourhood Services
Jeff Reynolds, Sport & Leisure Services Facilities Manager

Background Papers:

- Report to Cabinet 20th September 2017 – “Proposals to commence a consultation exercise to close Pontllanfraith Leisure Centre”
- Report to Regeneration & Environment Scrutiny Committee 1st November 2017 – “ Consultation with respect to the closure of Pontllanfraith Leisure Centre”

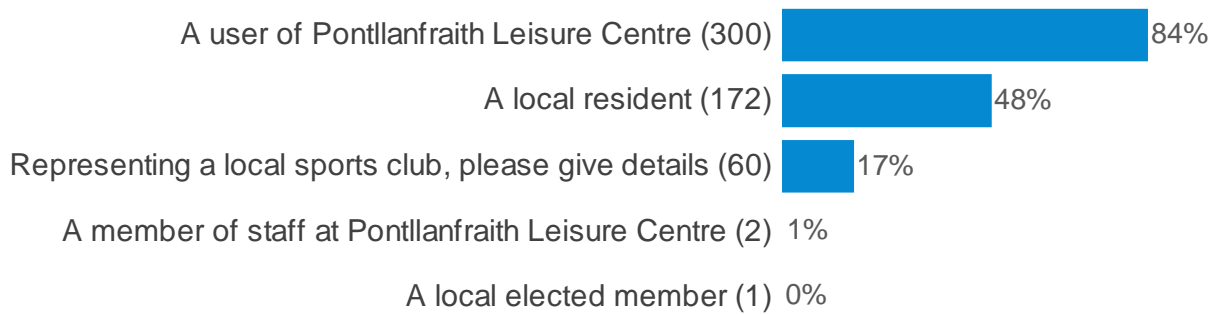
Appendices:

- Appendix 1 Consultation Analysis Report
Appendix 2 Formal response from Blackwood Town Council
Appendix 3 Details of existing Pontllanfraith Leisure Centre and 3G pitch users and their transfer options.
Appendix 4 Equalities Impact Assessment

This report was generated on 27/11/17. Overall 360 respondents completed this questionnaire. The report has been filtered to show the responses for 'All Respondents'.

The following charts are restricted to the top 12 codes. Lists are restricted to the most recent 100 rows.

Please indicate your interest in this consultation *(please tick all that apply)*



Please give details

Oakdale Mini Rugny

Blackwood RFC

Treowen Stars U10s girls

Coed duon dragons

Training for Sunday league team

Coed Duon Dragons FC

Ynysddu Welfare FC

blackwood rugby club

Blackwood RFC Under 10s Age Grade

Oakdale Badminton Club

Fleur de lys afc

Ynysddu Welfare FC

Blackwood Griffins

Newbridge under 9s mini rugby team

Blackwood under 6

Secretary of Blackwood and Pontllanfraith Cricket Club

Cefn Fforest boys and girls football club

Promotion of the welsh language is less important to residents than losing local amenities.

Mini rugby

Secretary for cefn fforest boys and girls fc

Islwyn Running club

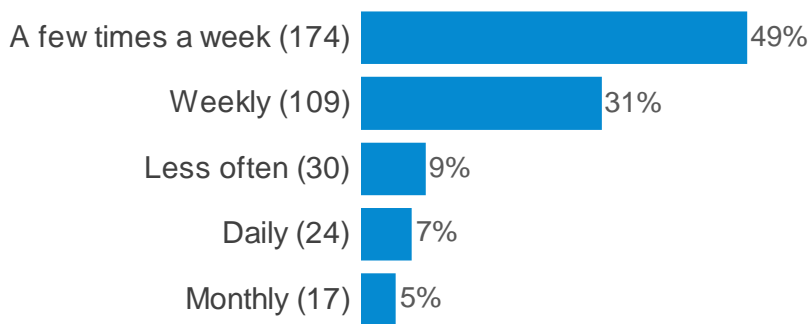
Ynysddu Welfare FC

Play for Ynysddu Welfare football club

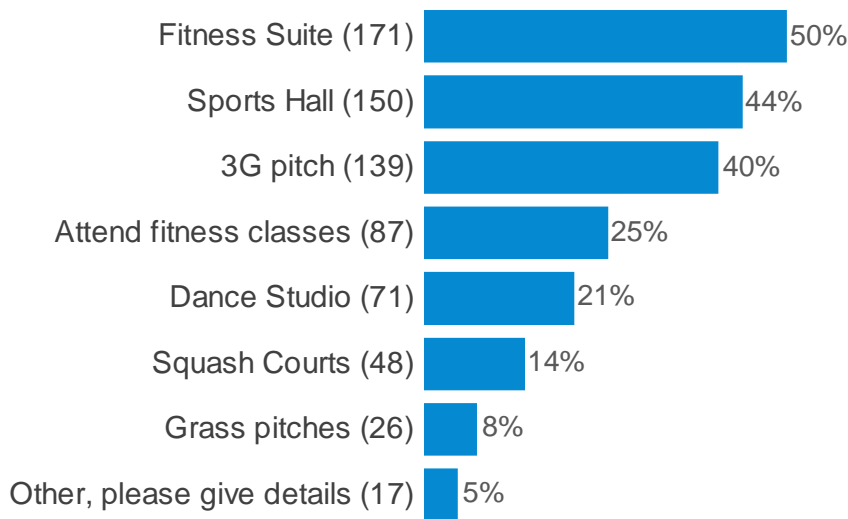
Please give details

Ynysddu Welfare
 Coach of Blackwood rfc u10s, player of oakdale badminton club
 Treowen Stars
 Pengam F.C.
 Kykushin Karate Club - Pontllanfraith
 Blackwood Netball Club
 Treowen Stars Girls under 11 Football Team
 Ladies Badminton (church group)
 Gym member
 in badminton group that play every week
 Pont Dragons - Disability Football Team
 Pont Dragons disability Football Club
 Fleur De Lys AFC/Soccer skills
 Friday night badminton club(we are also linked with a badminton club on Monday)
 Oakdale Badminton Club
 Oakdale Badminton Club
 Tir-Y-Berth football club
 Member of Islwyn Running club
 Blackwood Ladies Netball
 Blackwood Netball Club
 Blackwood Netball Club
 Netball
 I and my family have used Pont Leisure all our lives!

How often do you use Pontllanfraith Leisure Centre?



What facilities do you use at Pontllanfraith Leisure Centre? (please tick all that apply)



Please give details

- None we have never been able to book the 3G
- Outside pitch.
- Outside rugby for son
- None
- karate twice a week
- Islwyn running club
- 3 g fsctilities
- Watch my nephew play football here
- I believe my council tax contribution should be for caerphilly residants not welsh extremist ideals
- Member of Islwyn Running club and we meet at the leisure centre
- 3G football field
- Not yet used the centre
- 4g pitch with my son's under 10 rugby club football clubs during school holidays , football partys,
- Also 3G pitch user
- About to start badminton & join running club
- Yoga
- Yoga classes
- Badminton
- Yoga class
- Son uses 3G pitch
- Yogalates - Monday 7-8
- Badminton
- Badminton
- Classes & circuits in the sports hall
- Netball (Hall on Tuesdays)
- Squash court

What impact will the closure of Pontllanfraith Leisure Centre have on you?

It will limit accessibility to fitness classes

Soccer skills provide soccer coaching to children. Closure of the LC will probably mean the loss of this class.

I can cycle or walk to Pont LC. I will need transport to access others. Also badminton courts are usually booked or not in use at Newbridge LC so this will impact greatly on my use so I will probably terminate my Lifestyle 5 membership. Exercise and attending yoga classes etc has a beneficial affect on me mental health and wellbeing. When you cut back classes a few years ago it had a very negative affect on me.

Increase distance to gym, costing more in time & money. Removal of a small , more personalised gym with a genuine community feel that has helped me lose weight & keep fit in a non intimidating, inclusive atmosphere.

The centre is on route from where I work and home. Due to working hours it is not only convenient but if it were to close most likely would have to give up going too the gym.

The loss of this centre will be a big loss for me as I am epileptic, I am unable to drive. Pont is the only centre within easy walking distance providing all that need and staff understanding of my disabilities.

Classes held at Pontllanfraith are always busy and full, its a central location, always easy to reach and park. Classes not available anywhere else in the local area. the classes are important for my fitness routine.

As a 70+ member use of the centre keeps me healthy. Closure would mean me travelling to Newbridge which is extra expense. Many use the facility to keep healthy,if not available people will lose their fitness which is then a burden on the NHS. Let the facilities remain.

It will impact greatly as I teach yoga at Pontllanfraith. The classes are usually full and offer a wide range of health benefits. The LC is well used and very important to its members. The people of Blackwood should have a leisure centre.

We have held a booking with the centre and used the 3G pitch for approx 6 years. A group of 16 friends have used the facility to keep fit & socialise by playing football. The closure could see and end to this due to limited availability at other sites.

Have been using the centre for over 35 years. We are members of SE Wales Netball league affiliated to Welsh Netball. We have commitments to the league & uncertainty jeopardises our position for future development. It would have an impact on our wellbeing, fitness, self esteem & confidence. Our age range is from 13 - 68 years

Impact not known because despite new facilities in area these are or will be in use. High demand in the area with additional houses being built will mean shortage of facilities

I won't be able to attend yoga class. My daughters football team train on 3G, there is nowhere else,all fully booked. Also sons football team play matches at centre every other Sunday, they have no alternative.

Our club will probably have to cease due to lack of suitable venue

Loss of friendly small gym where there is no embarrassment at doing gentle exercise

Further to travel, more buses

Have to travel further and take car, where as I am able to walk to the centre now.

A great impact on my wellness & fitness regime, and would mean long term health implications. I am paying for leisure lifestyle which is now being taken away.

Drop in health and fitness. Meeting people that has become more of a family than just friends

Less traffic blocking access to our houses. When new pitch was created, half of the car park was removed. When children's football held on Sunday morning, roads around are blocked by cars for parents taking children to centre. Similarly running club members park cars on Penllwyn lane blocking people's access to garages.

What impact will the closure of Pontllanfraith Leisure Centre have on you?

I was attending fitness classes at the centre twice a week, but they moved the said classes to other centre,s, which I have difficulty in getting to.

Myself and my family just won't be able to find an alternative.

My son who plays for an under 12 football team trains on 3G pitch, partner attends exercise classes twice a week, it would be a huge loss to the community,also with more houses planned in Pontllanfraith council offices etc, I feel it is short sighted.

I feel the closure will impact on my fitness. The location & classes are ideal for my needs and fit in my work /leisure time. I fear my fitness will suffer and in turn my overall health if I can no longer attend Pont centre.

I live in Risca & play badminton in Pontllanfraith so I would have further to travel

I would not attend a gym of a larger size - wouldn't feel comfortable or confident.

Lack of availability for sports pitches Currently there's a major push to reduce obesity & closing centres is not in the best interest of CCBC residents

I will not be able to attend the gym

Less choice in location & facilities and distance from home

Will involve more travel to attend sports centres further away

A massive effect. The exercise class I attend helps my physical & mental wellbeing. Good friendly atmosphere there.

Travel further to continue classes if a suitable venue is available

We are a parent run disability football club which caters for youngsters living in surrounding areas, we meet weekly. It provides well being & social interaction for youngsters who can not access main stream football due to various disabilities.

This may lead to closure of the disabilities football sessions held on Friday as many may refuse a different location for various reasons, such as travel distance.

Ease of use. I would not like to attend Newbidge as I feel uncomfortable

Reduced physical fitness. Wellbeing, Social Needs

I wouldn't have anywhere else to go. I have arthritis and attending the gym helps. I also have sons who attend football there a few times a week.

I wouldn't have any other centres that are local, as I walk to Pont and would then have to use bus daily

Have nowhere to keep fit, I don't drive and can't afford public transport.

The class I run at the LC will stop & the children will no longer have a class

Considerable. The loss of the extra court could result in the club folding. We have been told we can be relocated to the new school but due to pressure from other clubs for space we do not see how you can accommodate every ones needs.

The cancellation of my young childrens sports activities. Despite the need for youngsters to be active there is not an abundance of opportunities for them to do so.

I travel from Nelson to attend a class, which I have attended for 2 years. Even if the class continued at the new school I would have to travel further.

Possibly less opportunity to play sport on a regular basis, will have to travel further. May lose members of our badminton club if club nights have to change with a different venue - which we have not been able to identify

Force a large badminton club to find other facilities as readily available as Pontllanfraith. Causing a lot of inconvenience for the club, the clubs future & its members

May not be able to book at alternative leisure centre. Have to travel further

What impact will the closure of Pontllanfraith Leisure Centre have on you?

First I must say I work in the evenings & have been given no opportunity to engage in the face to face consultation meetings. Please consider arranging another date earlier in the day - before 2pm. I attend Joannes yoga classes at 11AM on Tues & Thurs, and swim at Cefn Fforest. Caerphilly & Newbridge are too far away & are holding no yoga classes.

Possibly exercising less a week due to travelling further. Similarly paying more as privately run classes charge per class as opposed to a monthly payment.

Play badminton regular struggle to book in other facilities.

Other leisure centres too busy and too far away as Pont is on our doorstep.

Make it much more efficient to book courts as there will be limited spaces available.

Struggle to use other leisure centres as this is on our doorstep. Also use of sports hall has allocated badminton times.

Devastating and will feel lost without it

This will have a massive impact on myself as I frequently use the leisure centre and have done for the last 27 years. The proximity of the LC is very convenient.

Lack of local sports centre in the area to use with access to a variety of activities and classes. Near to my place of work which is convenient and within easy reach of Blackwood town centre.

My club would have to relocate and I would not be able to attend any longer. There would not be a gym in my area.

No netball training

We would be unable to train.

Nowhere to train netball

Unable to train. No use of gym

No available netball court. Further to travel for the fitness suite.

No other netball training facilities nearby for Blackwood that's not already taken by another club. More cost travelling to another court.

No training facilities near so less exercising

Difficulty to exercise - no training facility near by. Have to travel further for exercise classes.

It would make it much more difficult for me to exercise regularly.

It means we have to stop training every Wednesday.

No other leisure centre around that's local

Unable to use sports hall to train for local netball club and will lose a facility to hold friendly matches from ages 5-67

No netball training

Limited opportunity for physical exercise

PLC is local to myself & my children. It provides fitness facilities for all family members. To take away an established centre is ridiculous. Spend the money on the centre.

Will make it harder to keep fit daily and I will not reach my goal of losing weight.

Have to travel further for facilities

I use the centre on a regular basis, both myself and the children I foster. I know that any club attempting to book the facilities at the new Islwyn High School are having difficulties, as they are now fully subscribed & booked out, plus there is no gym, squash courts etc. Pont LC is used by many clubs on a regular basis as always booked out. Islwyn High will always give preference to school activities over outside clubs wishing to use it.

It will impact on my mental health & general fitness. As a non driver the LC is a perfect location for me to access by foot (as many others)

What impact will the closure of Pontllanfraith Leisure Centre have on you?

Been trying to improve my health and wellbeing

Finding classes at different centres. Travel further.

Impact on health and fitness as I attend the gym 5 to 6 times per week

Pont leisure centre offers a convenient location for both courses & fitness suite uses. Loss of the fitness suite here would result in an influx of above to the already strained gym services, affecting service users. As an avid attendee of lifestyle classes, loss of instructor, fellow attendees & staff would make some of us 2nd guess our commitment to the local leisure centres.

Lack of badminton facilities. Coach girls football and struggle for bookings

Missing out on classes and workouts. Having to travel further.

I have visited the centre 3 times per week for approx. 34 years. Personally the impact of the closure would be huge. To strike a balance between work life and to fit in personal health and wellbeing training for me the centre is conveniently located. Its small enough not to feel intimidated by other users, the staff are friendly and knowledgeable. By closing Pontllanfraith the numbers in the other leisure centres will increase and they will become too full particularly at peak times.

Reduce my quality of health and life. I attend my local centre to improve my health and lifestyle.

Won't be able to have regular exercise or attend classes I enjoy

I wouldn't use the gym as often

I have been here for several years and my classes are busy!!! My users love this facility!

Have nowhere to go whilst children do their activities. Miss the social aspects of the group exercise. Need to think about poor weather so outside activity not always possible.

Struggle to attend exercise classes

My son uses the 3G pitch and grass pitch at least twice a week. This will impact greatly upon his ability to continue with his sporting activities

Won't be able to find the range of classes offered at other local facilities. Neither Cefn Fforest or Newbridge have the same range of classes during the evening. This will have a massive impact on my fitness and general health and wellbeing.

Will have a big impact on me because it is the nearest leisure centre.

Everything. My fitness level will change as I refuse to use any other LC. The centre in Pontllanfraith is fab and all staff are very helpful and polite. They are extremely friendly and welcoming. The LC in Pont is convenient as it is on my way home from work. Loss of the LC would mean loss of fab instructors who are knowledgeable and helpful. They get involved with the people here and help when needed.

Loss of local access to day time classes in the dance studio. Relocating opportunity for health & fitness classes during daytime for residents who cannot access evening classes.

Won't have a place to do Zumba

I live in Risca so further to travel

I feel the closure will impact upon me because it is due to the convenience of the LC and the atmosphere within it why I joined there in the first place. I feel that I would not get the service or good atmosphere at any other centre. The other centres are also out of the area too much for me to access as regularly as Pontllanfraith, which would impact on me keeping up with my health & fitness.

I will have to use the newbridge centre instead.

HUGE! Pont Leisure is local, easy to reach and a vibrant community hub. Both my sons have said they will not bother going anywhere else if the Council close this facility. My boys learnt the following skills at Pont Leisure: kyokushin karate Football skills Soft tennis Badminton Squash How to use gym equipment Both have accessed Dof E provision based at the site for their awards We simply not be minded to travel ever farther afield should this centre close. If CCBC cannot keep it open, then transfer it to a community trust or new community bas

What impact will the closure of Pontllanfraith Leisure Centre have on you?

Will have to travel further, which costs more money, if I want to go to a leisure centre which is less accessible

i will have to catch the bus to the nearest gym as i can't drive, whereas Pont Leisure is a 5 minute walk away from where i live and doesn't cost as much as other available gyms. It has everything that is needed, and the workers are really kind.

Are alternative arrangements/facilities in place to meet your needs?



Please give details of alternative arrangements below.

There are no badminton courts, no 3G football pitch, no fitness suite available locally, you are ruining our children's future for short term penny pinching

None

There has been no mention if the current classes/instructors would be relocated

Ticked the No box because the other leisure centres are 1 or 2 bus rides away and evening bus services very infrequent. Wouldn't be plausible to attend any evening activities. Use Newbridge swimming pool for aqua fit for the simple reason there is no swimming pool in Pontllanfraith!

No gym going in Iswlyn high for public and Cefn Fforest gym is not big enough.

No gym or dance studio being put in Iswlyn High. Cefn Fforest is insufficient to meet the needs of the larger community as it is too small and Newbridge and Heolddu is too far away.

There are no close amenities other than Pontllanfraith leisure centre. The closest are either Tetrads Mynach or Newbridge both over 2 miles away.

Not enough facilities available to cover the area, teams will miss out and eventually will have to merge into other sides thus clubs will lose identity, members will leave, players won't get game time, thus kids will stop playing. We already have a high percentage of obesity in the area in both adults and children so closing a facility will only increase this problem. CCBC should be investing in the health and welfare of its constituents.

The alternative arrangement is to go to Newbridge Leisure Centre but this is not convenient and lacking in availability.

Newbridge Leisure Centre

Alternative leisure centres are too far to travel to and would not have time to do my classes on weeknights due to this.

Time slots are too busy

When arranging ingredients eating last night, there was no carry answer that other facilities will be put in place. To replace the

Unsure.

Go to privately owned gym now

Classes at other nearby venues do not meet our needs/times/transport issues

There are none, the gyms elsewhere are fully booked, and that applies to dance studios if any in other leisure centres

The next decent facility is Newbridge. And they don't have a 3G pitch and Iswlyn doesn't have one at a high enough spec. Iswlyn doesn't have squash courts either.

Please give details of alternative arrangements below.

Other leisure centres do not have convenient classes times etc that fit around my work family commitments Also even though other leisure centres ie newbridge due to being very popular the facilities and car park are always busy and sometimes hard to use said facilities so I think closing Pont will put a bigger strain on these leisure centres therefore classes / gym will be even busier

Through private local gyms

nothing within a few miles.i dont want alternate ,i want the local leisure centre ,its not a burden financially therefore should stay.its not about money its about the community

There are none Newbridge has no dance studio and we cannot use hall because of school use.The new school in Blackwood would not allow morning classes because of the children in school.Bargoed and Caerphilly are too far especially with road works in Caerhilly.So as you can see there is nowhere we can go.

Ystrad Mynach is way too expensive!

Islwyn high does not have squash courts or offer fitness classes...

Islwyn high is always booked especially for the days we need. Blackwood comp the flood lights are broke and they haven't got the funding to replace them plus it is always booked up on the days we need just like every other venue that has artificial pitches also it is to expensive. Our under 7s and 8s play matches at pont every Sunday and I was told that islwyn high doesn't do Sunday opening

Islwyn high has no gym and would not be open in daytime or for casual users.

there is nowhere local that would suffice

Closing the local leisure centre reduces the options available to residents to access their local facilities making it more difficult and more expensive to travel the the next nearest facilities.

Are there lesuire facilities still in the area, yes Newbridge lesuire and the less than adequate facilities at Islwyn High but they are already highly in demand and there is not enough amenities to cater for everyone who wishes to use them.

No where else available to book courts! Not enough available facilities for our rugby team to be able to train effectively once a week and there aren't any reasonably priced fitness centres within walking distance

Yes but only if I start using a private fitness suite.

As discussed above

N/a

Other venue does not open on a Sunday !

There are no alternative arrangements available.

not at this time. Islwyn High School booked and too far away as most walk to Pontllanfraith - therefore the change will increase road traffic

Alternatives are available at Islywn high, Newbridge and possible Blackwood school in the future but these are all further afield

Islwyn High school cant take any more groups so anyone using Pont has no where to go

Absolutely no alternative arrangements are in place. I've already stated that the new Islwyn High School is not fit for purpose.

Nil

As above I answered them all in the first question

Nott happy that the alternative site proposed (Islwyn High) is closed in half term and summer hols. There has been no consideration for Allison (fitness instructor) to be relocated. Considering she works 5 nights a week I can see many leaving Caerphilly membership scheme to follow her training sessions elsewhere. I for one will be willing to reinvest my membership money elsewhere.

None

Please give details of alternative arrangements below.

Other facilities are booked to tge max already and are unable to accommodate reasonable times and space. It also means we have to travel 4+ milesto an altwrnative leisure centre.

No available 4g are available for either of my sons teams.

None

Classes at Pontllanfraith are ran at suitable times, other leisure centres don't do this

There will not be enough courts in the area.

Don't know

I would have to travel further to other centres in the Caerphilly County Borough area, or cancel my membership and join a private gym.

Newbridge, Yoga class to resite

Gym, squash courts etc.

I use Cefn Fforest

We already use Newbridge LC. Family commitments of current class members will probably mean non-attendance at the different facility - as experienced when soccer skills (Pontllanfraith) Friday night class closed.

Newbridge LC has badminton courts but these are usually fully booked or being used for other sports. I need transport to access NLC I can walk to PLC.

None known of. I have epilepsy which means I am unable to drive, I have to use other means of travel.

Nearest similar alternatives are at Newbridge LC.

Alternative facilities available at Islwyn High,however due to significant demand there is limited or no availability. Other sited such as Newbridge & Centre of Excellance are also fully booked & have waiting lists.

Not known! Facilities in the area but availability is unclear.

Not sure of alternative arrangements. No spaces at other facilities for football. Closing PLC will not help the lack of facilities for football teams.

It has been proposed that our club booking will transfer to Islwyn High. This is too far away for us. It's also unavailable for a large part of the year, ie exam times Dec/Jan & May/June as sports hall is set up for exams.

Gym exercise will have to end

Newbridge - but I would have to take car.

Only alternative will be to travel further and incur extra costs - thereby removing my lifestyle membership

Apparently the new school at Oakdale has alternative facilities

I have ticked "YES" to this question because alternative arrangements were put in place but no consideration on how people who don,t drive were going to get to these places. As in my case Pontllanfraith is a 10 min walk for me but going to other centres (eg; Risca or New Tredegar) would require catching at the least two buses.

Islwyn school

We would attend Newbridge but not really happy with sports hall facilities. Pont is perfect for us as a group & for me as an older person.

No classes would match the standard of the ones I attend in Pont.

Other sites with facilities available but will they be available to book. less facilities - more users!!!

May relocate to Newbridge however many members are against this proposal. They are open to using the pitch at Islwyn High.

Please give details of alternative arrangements below.

No other arrangements would be good to me as I don't drive, Pont is local to me

None provided

See above. Although it has been indicated we can be accommodated we do not see how everyone can be satisfied with the loss of this centre which is heavily used by clubs & public. Have found in past that using school facilities is inconvenient as the school only seems interested in themselves & no one else using the sports hall.

How can the alternative venue provide facilities for all the current classes, gym, sports hall activities

Have not been able to find any alternative arrangements that can offer the same.

CCBC promotes exercise yet you move to take our 2 local amenities away - many people can walk there. I strongly urge you to reconsider closing Pontllanfraith & Cefn Fforest LC.

Newbridge - although hard to book courts

Newbridge

Newbridge - but very hard to book badminton court

None

Haven't been told anything, maybe Islwyn High.

No info given

N/A

?

No information given

No yoga classes available locally.

That club that I use on a Sunday cannot gat any bookings at Islwyn High or Newbridge as always booked out.

Newbridge - but not keen

There are not enough to fulfil the demand

Attend other leisure centres which is a poor alternative.

There are no alternative arrangements that I am aware of.

N/A

Newbridge - but I'm not keen on the staff and the gym itself. Pont is the only place I feel comfortable exercising - the other centres are intimidating.

Not locally - would have to travel to Caerphilly - day time classes ie Yoga, limited

Don't know

There are no other arrangements to my knowledge

I'll use newbridge

There simply are not. Private facilities are too costly and cliquey. Community centres by their nature are too unpredictable and of poor standards.

I don't know of any and I don't drive so couldn't easily get to the other leisure centers

Please detail how the impact of the closure of Pontllanfraith Leisure Centre could be further reduced?

Would save money by not building a new pitch and also I would like to point out at the new super school built islwayn high school that their gym facilities are not even up to gym standards only got a couple of machines there and cannot be used during school times which will have a knock on effect with anyone working shift patterns and I will be one of those.

Build another leisure centre

By providing another facility of equal or better standard on this side of the valley.

Surely this decision contradicts the best interests of the community? Heart disease is a killer, exercise has been shown to be beneficial and helps rehabilitation. Let's get proactive with more not less leisure facilities before we have to build another Hospital. Diesel or petrol cars is very political, how about less reliance on vehicles with facilities closer to their home? Isn't the proposal to shut being taken with no consideration the the health and air quality of our environment and the people you represent

You need to decide that. You're making these decisions

Transport provided and same facilities

Simply don't give into corporate greed. We need these facilities for our children.

If the council were to relocate the leisure centre to a different site within the vicinity of Pontllanfraith.

It can not be reduced. the impact is eminence. There are classes that help those with mobility and weight loss that will now only be available at each end of the county in New Tredegar or Risca leisure centre. Everything is being taken from the Pontllanfraith and Blackwood wards of Caerphilly council which is not fair to the residents of the area.

Facilities and amenities should be, being added to the area to accommodate the families who will be moving into the area, as well as to continue to supply to the need of the current user. The facilities should be, being invested in to provide the new and existing residents with leisure activities. The new homes alone, would provide the council with substantial income from the council tax fees, this money should be fed back into to the area, to allow for more community friendly areas.

Keep it open Viable

The council need to understand that funding unrequired road works, social housing, unrequired huge staff bill (office based) and shocking redundancy pay offs for staff who have already profited from council tax payers - they need to look at funding for beneficial means such as sports and leisure.

Major

Hard to see how other leisure centres could run more classes/increase availability.

Leave the building open.

The centre is always very well attended and seems busier now than ever. I have been playing here for 25 years as I used to live in Blackwood area.

Keep the leisure centre open

Not Close it! There is nothing wrong with the leisure centre.

Keep venue open/ invest in the facility. Newbridge is full to capacity. Cwmcarn LC was the centre of the community. The community has suffered since its closure.

Don't close it altogether.

Increase facilities in Newbridge & classes. Make school facilities available. Need something in Blackwood.

By not closing it. Or plan a new one in this area, not one further away.

Keep it open

The lack of equivalent alternative facilities from the 3G pitch to the sports hall, from the squash courts to the fitness suite means the closure of the leisure centre will have a massive detrimental affect on those who use it.

Please detail how the impact of the closure of Pontllanfraith Leisure Centre could be further reduced?

It can't be reduced - once closed these classes will stop - having a detrimental effect on members physical & mental wellbeing.

It just takes another facility away and the community needs this centre. Do not close the centre it is part of the community.

It could have been reduced/prevented/more difficult to close has Leisure Services Management been more pro active with community based events, using not only Pontllanfraith but other LC's as a hub or integral part of these activities.

Building more courts & facilities at NLC & CFLC & running more classes in both of these but that still leaves the issue of transport!!

By reducing the membership fee because you're going to provide less of a service and it will cost more to go to another gym. You provide less, you pay less. Please don't blame Westminster Gov, or cuts to local Gov funding, we pay more & more but get less for it.

Let there be no closure. Add a swimming pool to Pont leisure.

Can classes be held nearby? Can the same facilities be offered nearby? What will happen to all the local clubs that use the centre. Pont LC is very popular and provides excellent service to all.

By keeping the main building open

Build a new leisure centre for them, or keep Pontllanfraith open.

The relocation of the 3G to Blackwood would soften the blow of losing the pitch but the closure of the well used centre will see increase in demand at already busy centres.

Develop for current users (as per discussions with CCBC)

Why close the LC? The 3G is very popular. 2 schools have closed which both had pitches, replaced with just 1 pitch at Islwyn. Keep pont open & change Oakdale astroturf to 3G. Customers should be provided with alternatives if Pont LC closes.

Keep it open to provide facilities for the local community. The county promote health & wellbeing yet are looking to close well used facilities that allow the local community to keep fit and active.

Keep it open. It provides great facilities and is the most profitable in the county - why close it?

Providing a varied activity timetable at a nearby leisure centre such as Newbridge which currently does not have facilities to host activities, yoga, pilates, body conditioning etc. Don't close leisure centre at Pontllanfraith.

Do not close the centre - Pay a visit to the car park from Mon - Thurs and see how well this centre is used.

DON'T CLOSE IT.

By having local fitness class arrangements made by CCBC which are affordable & regular within Pontllanfraith.

Don't close it!!

Don't close it

By not closing it. There is already high demand for the facilities in Caerphilly & closing will mean less availability.

Keep the building open

Don't close it - it is well used

My view is it should remain open as over 90,000 persons use the centre each year. It would impact on numerous people and other centres are already overcrowded.

Ensure fitness instructors jobs are protected as well as CCBC staff jobs. Ensure classes will be facilitated elsewhere in another leisure centre with the same teacher.

Do not close

Please detail how the impact of the closure of Pontllanfraith Leisure Centre could be further reduced?

By not closing it!

Another location becomes available which is easily accessible & still within the same area, at least closer to the area than Newbridge LC

Use sports hall for bigger fitness classes

By not shutting the leisure centre as many individuals use it.

Keeping it open. Rebuilding the leisure centre local to Pontllanfraith

By not closing it or building another LC to replace it. By closing this LC this will have a big impact on the health & wellbeing of the people in the area.

We have existed as a club since 1970's/80's we spent most of that time at Cwncarn school, when it closed we were offered 2 hours at Newbridge. We were subsequently accommodated at Pont as there was pressure at Newbridge due to other clubs from Cwncarn. We are happy here the staff are extremely helpful to everyone.

If funding is the issue why not consider focusing on spend that is irrelevant and of no benefit to the council tax payers. Food banks being used by the wrong client base. Millions wasted on accommodation for CCBC office staff (Tredomen) and foolish bonus/wages for management. You are not private, you are funded by us. Listen to those who pay for you.

I may either have to travel further which may dissuade me from attending & attend RCT centres instead as class may no longer be provided.

More information that is easily accessible, information shared as consultation progresses

A suitable replacement facility, available for regular & constructive use for all members

Build a new LC in Blackwood or better still Don't Close Pont! Some sports eg football will be catered for elsewhere but there won't be extra badminton courts. This means I cannot play at all. CCBC should be promoting sport not closing facilities.

It is hard to imagine an area as big as Blackwood not to have a leisure centre. A new and improved LC should be built to cater for the people from the new houses which are being built on the school site and adjacent to Grove Park. For the future use of the community. I strongly oppose these closures.

Probably if too difficult to get a court our group will drift apart.

More classes at other centres which are sadly lacking

Unless it is kept open the impact can not be reduced. As well as creating geographical and access issues, there will also be a great negative impact socially creating further magnitude of issues and problems.

Something else in the nearby area offering the same facilities. Alternatively keeping the centre open at peak times.

Don't close it

By giving us another place to train.

Tell us where the new training facility will be!

Do not close. Update the facilities resulting in a better centre for users. In particular with new housing planned.

Provide another leisure centre for us to train

Provide another sports location

Open sports hall in Islwyn High School

Opening a council facility leisure centre near the same area

Provide another leisure centre

Please detail how the impact of the closure of Pontllanfraith Leisure Centre could be further reduced?

Be able to provide a suitable venue in the local area so players that cannot drive are bale to get to training.

Continue yoga classes locally. Add additional well being classes locally - eg Tai Chi, Yoga, Pilates

Spend the money on the building. Facilitate it better - encouraging more people from the local area to use the centre. An established karate lesson/group has been here for 35 years.

?

By not closing it, and spending some funds upgrading it!!!

Don't close it! It will be incredibly damaging to the community!!

Open a local facility or improve Cefn Forest

Could keep leisure centre if i.e. houses are built new customers & more revenue from locals - more profit for CCBC in long run.

loss of enjoyable classes as alternatives may result in having to travel multiple locations to attend rearranged classes, this would make it annoying and inconvenient for myself with scheduling. Also increased time spent travelling for what could be unnecessary if the gym remained open. Ideally find a closer location within the area offering current or similar class schedules if the gym has to close.

Need to keep present instructor for Zumba classes

Re Consider its Closure! The centre attracts a large catchment area. It is well used and supported by the individuals and various sporting clubs. With obesity rates rising particularly amongst young people it is more important than ever to provide leisure facilities throughout the borough to meet the needs of everyone.

By maintaining a local focus for health and wellbeing for the community by maintaining the LC within any new build plans. This will keep both new homes owners, employees and centre users happy.

Don't close it

Monitor usage. Caerphilly Borough needs leisure facilities as high levels of obesity & sedentary behaviour. Great classes.

This will be further reduced by the centre remaining open.

The simple answer to this would be to keep it open. The centre is well used. The range of classes offered here are the best in the local area. The instructors are fantastic and the staff are brilliant. I see no reason to close a well used facility.

To remain open

Loss of LC could mean loss of classes as people would have to travel to other LC which would result in a longer travelling time and distance in travelling. This would be very inconvenient to many members such as myself

More daytime classes in Blackwood/Pontllanfraith/Newbridge area

By remaining open, not just for myself but for others

N/a

If CCBC cannot keep it open, then transfer it to a community trust or new community based organisation...I for one would lend my skills to this as a volunteer!

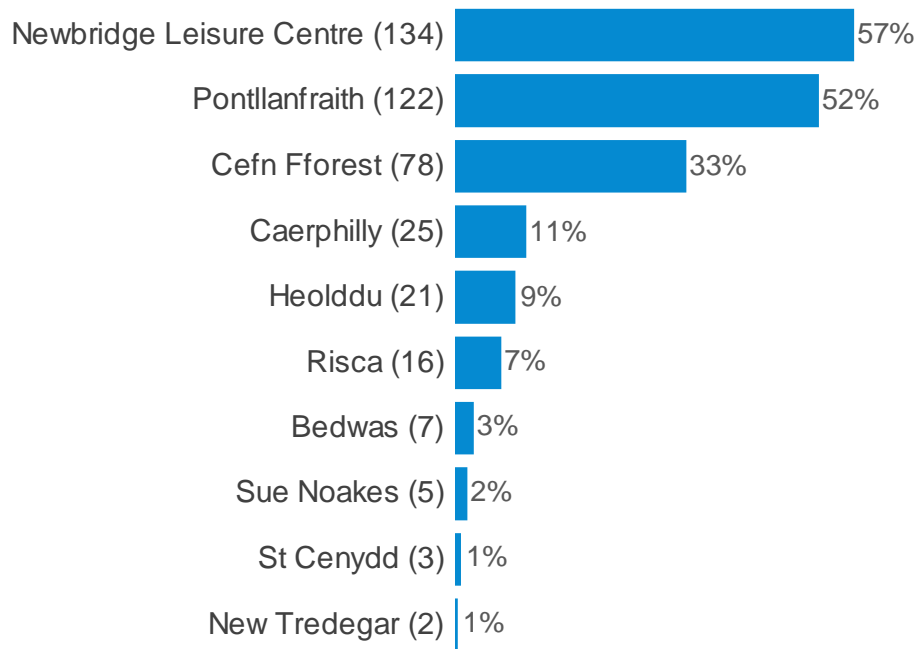
Don't close it refurbish it

not closing it would be a good start. everyone i know enjoys using the leisure centre and to close it would be a really bad idea. not to mention the fact that islwyn high school's new gym only includes 4 spins bikes and one set of weights. the dance studio is half the size of the pont studio, and there are no bus routes what so ever to the new school.

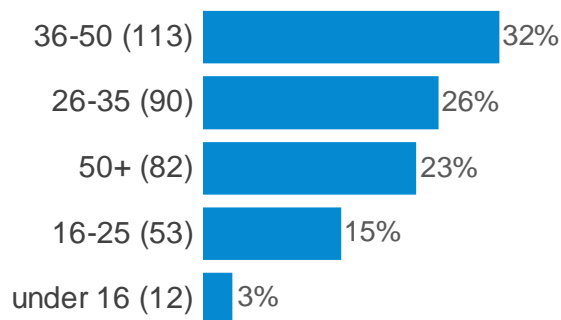
Are you a Caerphilly Lifestyle member?



Do you use any other leisure facilities in the Caerphilly county borough area?



What is your age group



Are you



Please provide your postcode.

NP12 2NS	NP12 2ET	NP12 2HB
NP11 4HP	NP12 2NY	NP11 7FW
NP12 3NF	NP12 2NY	NP12 2FD
NP12 1QF	NP11 7AP	NP12 1HH
NP12 3JY	NP12 3RE	NP12 0GY
NP12 0SF	CF46 5BS	CF83 1SG
NP12 3NX	NP12 2ED	NP12 2PR
NP12 1DH	NP22 5BQ	NP12 2GP
CF82 7QQ	NP12 1SD	NP12 1HB
NP12 2FW	NP12 1DF	NP11 7DJ
NP12 1EG	NP12 1DX	NP12 0PE
NP12 0NG	NP11 7LG	NP12 1EW
NP12 2PJ	NP12 2HP	NP11 6QY
CF83 1DH	NP11 7GY	NP12 1ED
NP12 2PD	NP11 4TP	Np121ba
NP11 7LD	NP12 0DS	np12 1fs
NP11 7LD	NP12 2PY	np12 1fs
NP12 0AH	CF81 8TQ	NP12 1WX
CF83 3PA	NP12 2JA	
CF83 3PA	NP12 0UG	
NP12 2DP	NP12 2HP	
NP12 2JL	NP12 0RA	
NP12 2FT	CF82 7GR	
NP12 2FT	NP12 2HX	
NP12 2DA	NP12 0BG	
np12 2pf	NP12 1NW	
NP12 1QG	NP11 3AD	
NP12 2JT	NP11 3AF	
NP12 2JT	NP12 1NW	
NP11 6QY	NP12 1FS	
CF83 3PA	NP12 3RB	
NP12 1DD	NP12 0ES	
NP12 2ER	NP12	
NP12 3TR	NP12 2DE	
NP12 3TR	NP12 1JA	
NP12 1QA	CF83 3GU	
NP12 3NP	NP12 2EG	
NP11 3JF	NP12 2QN	
NP11 7LG	NP12 2GB	
NP12 2FJ	NP12 2PE	
NP12 2EJ	NP12 1HA	

To protect anonymity, a full range of monitoring questions has not been included. However, if your response to any of the questions in this survey have been impacted by any of the following (age, disability, ethnic origin, gender, gender reassignment, marital status, religious belief or non-belief, use of Welsh language, BSL or other languages, nationality or responsibility for any dependents) please give details below.

I have two teenage children who use this facility

At present, my priority is my daughter, I am not thinking about anyone else directly in my family or myself.

I suffer from bipolar, emotional personality disorder and anxiety.

None

You have an aging population in the borough who need local and accessible services.

The welsh language law was passed in more affluent times, perhaps it is now time for a rethink before we lose to many more important facilities or services?

think it should stay open

Na

None

This form does not work properly on a mobile device. Given that most people will be completing this on a mobile device, it should have been thoroughly tested. This is a requirement of government services.

Disability, mental health and physical health

Just starting my retirement & keen to keep fit & socialise.

As I don't drive, finding a way to get to the alternative centres will be very difficult

Appendix 2 Blackwood Town Council

Response to Consultation on the Proposed Closure of Pontllanfraith Leisure Centre

November 2017

1. Introduction & Recommendation

1.1 Blackwood Town Council has been asked to provide its views on Caerphilly County Borough Council's proposals to close Pontllanfraith Leisure Centre, demolish the facilities and profit by selling the land to private sector housing developers for the purposes of realising a one-off capital receipt payment.

We do so with a deep sense of concern.

1.2. Members are of the opinion that the Leisure Centre is a very popular community facility and as evidenced in the Cabinet report, is extremely well-used. More importantly members noted that the Centre is also one of the *lowest subsidised of all* leisure centres in the Borough, with the exciting potential to increase income streams and new business through new public and partner daytime usage following the closure of Pontllanfraith Comprehensive.

1.3. At a recent Special Meeting of Blackwood Town Council members were **unanimous in their opposition to the proposed closure** of Pontllanfraith Leisure Centre and that Caerphilly County Borough Council should **continue to operate and maintain** the Leisure Centre.

1.4. **Blackwood Town Council is of the view** that should the Cabinet, regrettably be *minded* to agree with their officers recommendations, then there is a third way the Cabinet *should agree to instead of closure*.

This is discussed in further detail in sections 7.9 and 8.2 below.

2. Links to National Strategy:

2.1. Members have grave concerns that the proposed closure and the way in which the proposal has been expedited, would in fact be contrary to the following Welsh Government Acts:

- **Social Services and Well-being (Wales) Act 2014**
- **Well-being of Future Generations (Wales) Act 2015**

2.2. *Social Services and Well-being (Wales) Act 2014*

This Act states that local councils have a duty to support vulnerable young adults in Group 3 by:

- Helping with a young adult's **well-being**

2.3. Providing access to community-based services (non-statutory or otherwise) that help to maintain or improve health and well-being and is within reasonable walking distance for those most vulnerable within society who *A. do not own a car or B. subsist on extremely low disposable income levels*, is an undeniably important role for a local authority and as such, access to affordable local leisure provision can help a young person immensely in managing their health and well-being and *for those reasons alone is vitally important*.

2.4. *Well-being of Future Generations (Wales) Act 2015*.

This Act emphasises the importance of our communities being:

- Prosperous
- Resilient
- Healthier
- More equal
- Cohesive

2.5. Perhaps more importantly in the context of the proposed closure of Pontllanfriath Leisure Centre, the Act talks about how public bodies like Caerphilly County Borough Council now have a duty to think about and publically state how they:

- Work together with others
- Involve people in making decisions

3. Analysis:

3.1. *Blackwood Town Council is of the view that the proposed closure conflicts with the Well-being of Future Generations (Wales) Act 2015 in the following ways:*

3.2. A Prosperous Community

The *Welsh Index of Multiple Deprivation* evidences very low levels of income locally.

Pontllanfraith 2 is in the top 10% ***of the most deprived communities in Wales*** in terms of both the Household Income *and* Employment indicators (out of 1,909 communities) and as such provides a *very strong argument for maintaining this local community facility.*

3.3. A Resilient Community

Pontllanfraith has recently seen the closure of the *County's Civic Centre, the Caerphilly Music Services HQ, Pontllanfraith Comprehensive and now potentially it's Leisure Centre and surrounding public open spaces,* all to housing development. **The long-term cumulative effects of such a large-scale local authority service exodus is biting deep and its long-term consequences should not be underestimated.**

Nor should the short-term goal of realising *capital receipts* be the determining factor in this decision as the Department's report principally campaigns for. ***A tipping-point*** where local resilience cannot realistically be maintained, will be reached should the Leisure Centre close.

3.4 A Healthier Community

The Welsh Index of Multiple Deprivation also evidences high levels of poor health locally. Pontllanfraith 2 is in the top 25% of the most deprived communities in Wales in terms of poor health.

The closure of Pontllanfriath Leisure Centre *will only serve to make this situation worse,* removing an established, well-used and popular centre of health and well-being *in easy walking distance to communities suffering from poverty and deprivation* flies in the face of the values and expectations expressed in both of the Welsh Government Acts referenced above and the Caerphilly Public Service Board's emerging Plan.

3.5 A More Equal Community

With a combined population of 17,048, the communities of Pontllanfraith and Blackwood represent a strategically important and significantly large population cluster around this Leisure Centre and this is demonstrated by the centre's usage data. Relocating (and reducing) provision outside of this large population cluster *will be detrimental to our most vulnerable residents.*

3.6. We reject the Department's assertion that Leisure Centre users will be easily able to travel to reduced provision elsewhere (the so-called 5x20 Rule). *Cabinet should note that the gulf in car ownership between the poorest and the most prosperous residents in Pontllanfraith who do not own a car is striking - 31% and 9% respectively.*

3.7. Therefore we believe that the proposed closure will *have its greatest impact on those who are the most vulnerable within our society* and who have no personal transport to mitigate the effects of costly, uncertain and time-limited public transport and the impossible to navigate on foot (at the distances expected) steep topography of our valley communities, whose road transport links are generally North/South as opposed to East/West and whose street designs and lighting is generally unsuitable for long-distance walking.

3.8. As mentioned above, there exists in both communities an extremely large variance in poverty and prosperity. Income levels in Pontllanfraith range from the top 10% **most deprived** in Wales to the top 4% **most prosperous**, the closure of the Leisure Centre will only serve *to further widen this gap.*

3.9. That is worth repeating, the loss of local provision *will not merely reduce* accessible and affordable community services to all, ***but it will increase the poverty-gap*** between our poorest and most prosperous residents.

3.10. This report also notes that ***hundreds of skilled professional jobs have been relocated out of Pontllanfraith or lost through natural wastage*** by the local authority through the closure of local authority buildings and services in Pontllanfraith over the last 18 months. (See 3.3 above and 3.11 below)

3.11. A Cohesive Community

Communities lose their cohesion when local services *are no longer local*. The Civic Centre was a vitally important service access point for residents from both Blackwood and Pontllanfraith. The closure of the local comprehensive school was a hammer blow to parents, grandparents, the community and most importantly the pupils themselves who fought so gallantly to turn the school around and keep it open and who now have to travel out of Pontllanfraith for their education on diesel and petrol emitting vehicles daily.

3.12. However, **Blackwood Town Council is of the view** that should the Cabinet be unfortunately minded to agree with their officers recommendations, then we clearly state ***there is a third way***. This is discussed in further detail in sections 7.9 and 8.2 below.

4. A Healthier Wales – further analysis

4.1 Blackwood Town Council is of the view that should the closure proceed, there appears to be serious doubt whether the Islwyn High School facility could in fact have the capacity to take all existing users. Members also understand that the school has already entered into ‘gentlemen’s agreements with clubs and teams currently not using Pontllanfraith Leisure Centre and therefore existing users of the 3G facility in Pontllanfraith will have *nowhere to go*.

This in fact highlights the huge unmet demand for 3G provision currently within the Borough, provision which will be severely damaged should the 3G facility at Pontllanfraith be closed without replacement.

4.2. With communities in close proximity to the centre having a relatively low car ownership, as mentioned in 3.6. above (compared with more affluent areas), there are concerns that *current users* would be deterred from continuing a physically active lifestyle, due to the difficulties and costs of public transport in accessing the somewhat isolated new school site and other venue’s in the Borough.

4.3. Blackwood Town Council reiterates its opposition to the Cabinet report and the Department’s assertion at consultation meetings that local people *can easily travel* to Cefn Fforest, Islwyn High, Heolddu and Newbridge, as this fails to take both our most deprived residents and the unforgiving valleys topography into account. Current Leisure Centre users without cars will simply be unable to access provision further afield.

4.4. This coupled with the loss of one of only two competition level 3G pitches in the Borough (funded and accredited by FAW) is a major *regional* concern. The current problems with facilities at the Centre of Sporting Excellence at Ystrad Mynach and *no guarantee or timetable regarding funding* any proposed replacement at Blackwood Comprehensive seems a recipe for disaster, with numerous teams and hundreds of individuals likely to suffer, potentially lose income, membership and even league status in the interim. For them *the winding up of their clubs and activities is a very real operational risk*.

4.5. **A Wales of Cohesive Communities** – Blackwood Town Council recognises that the current facility is at the heart of the community, and already delivers a well-connected, socially diverse and engaged community hub. The Leisure Centre’s closure, demolition and asset sale would decimate this.

4.6 **A Globally Responsive Wales** – the current high usage rates of the Centre is testament to the fact that the local community are already successfully attempting to lead a healthy, physically active lifestyle, and closure certainly would not guarantee the continuation of this but would, with the access problems already identified, **likely lead to a significant reduction in community engagement in healthy living activities**.

5. The Conflict with the Caerphilly Public Service Board's Draft Well-being Plan

5.1. Blackwood Town Council notes that Caerphilly County Borough Council is one of four statutory partners of the Caerphilly PSB and therefore notes *with particular concern* that this rushed proposal to close the Leisure Centre *is in direct conflict with* the following Caerphilly Public Service Board's emerging priorities:

The Caerphilly We Want Draft Well-being Plan:-

- **Positive People** - Empowering and enabling all our residents to achieve their own potential
- **Positive Places** - Enabling our communities to be resilient and sustainable
- **Positive Change** - A shared commitment to cross-sectoral change

5.2. These shared commitments *must be more than words* on a strategic partner document and **Blackwood Town Council as your critical friend and local authority partner**, calls for these principles (detailed further under section 9. below) to be adhered to and enacted when considering the future of Pontllanfraith Leisure Centre.

5.3. However, one priority above all is worth detailing here:

- To support our most disadvantaged communities to be resilient, cohesive and enable them to help themselves

6. The Financial Argument

6.1. Blackwood Town Council is of the view that *the financial implications in the Cabinet report are somewhat confusing and incomplete*. Members rightly point out that the Borough took the decision only last month to spend **over £3million** for demolition of the former much loved Islwyn Civic Centre and the schools at Pontllanfraith (which included the CCBC Music Service headquarters) and Oakdale.

Now to propose an additional **£325,000** to demolish the Leisure Centre *rather than spend £262,000* on Operational Costs & Maintenance Backlog Costs to keep the Leisure Centre as a thriving hub of the community is we believe a curious and strategically ill-considered move in such a short timescale.

6.2. Blackwood Town Council also queries the financial competency of proposing to spend **£500,000** on a new 3G Pitch (**if** monies can be found) rather than reinvest an additional £200,000 in 2020-2022 to retain the currently FAW endorsed pitch at Pontllanfraith.

6.3. Blackwood Town Council is gravely concerned that the County's planned maintenance and asset replacement policy at the Leisure Centre has been somewhat absent from the usual expectations of managerial financial planning for some years now if these maintenance liabilities are only now coming to light and indeed appear to be costs highlighted for *the future* as opposed to a statement of on-going prudent financial year-on-year budgeting.

7. Under "Reasons for the Recommendations" of the original Cabinet report

7.1. Cabinet Report Recommendation '11.1'

7.2. Blackwood Town Council is of the view that the closure proposal appears to be entirely based on the need to realise the full capital receipt potential *rather* than the health and well-being needs of the local community and members are eager to know what the **Caerphilly Public Services Board's view** on these proposals are as they are in direct conflict with the majority of the PSB's emerging draft priorities.

As such we will be writing to the **Caerphilly Public Service Board** separately to ask them to examine any decision to close Pontllanfraith Leisure Centre and how it may conflict against their emerging priorities.

Additionally, we will be writing to the **Future Generations Commissioner for Wales** to seek her comments on the Departments report and our concerns as expressed in this consultation response and of course to ask her to undertake a review to examine any decision to close Pontllanfraith Leisure Centre in the context of the *Well-being of Future Generations Act*.

7.3. Cabinet Report Recommendation ‘11.2’

7.4. Blackwood Town Council is of the view that to allow for the smooth transition of current users to Islwyn High School **without** a loss of service is wishful thinking at best and naïve ill-considered guesswork at worst –some very serious questions remain unanswered, how can this be so when the 3G Pitch at the school cannot accommodate any more users than have already been agreed to date and that there is *no guarantee of a replacement 3G pitch at Blackwood Comprehensive any time soon.*

7.5. Cabinet Report Recommendation ‘11.3’

7.6. The Caerphilly Adventures Outdoor Education Service has survived *and thrived* at the existing site, members ask, why wasn’t Cwmcarn considered when they moved from Ynys Hywel initially and why should what seems a *profitable* service not continue on site and assist the Centre’s overall prosperity?

7.7. Blackwood Town Council is of the view that *the timing of this report is as a direct result* of the need for a speedy decision linked to the demolition of the Civic Centre & School Sites, *to the detriment* it seems of all else, especially the local community.

7.8. The report states the emerging Sport & Leisure Services strategy, whilst not fully adopted, does not recognise Pontllanfraith as a potential Leisure Centre.

7.9. That being said, Blackwood Town Council is of the view that any decision on closure *should be seen* in the context of the overall County Borough Strategy *once* agreed by Council and the ability (and responsibility) *to actively engage and empower the local community towards possible asset transfer and community ownership options* and not as a convenient opportunity to asset-strip through demolition and land-sale a successful Leisure Centre with the apparent primary objective of maximising capital receipts.

8. It is therefore recommended by Blackwood Town Council that:

8.1. Caerphilly County Borough Council **Continue to Maintain and Operate** the Leisure Centre in Pontllanfraith.

8.2. However, under the already agreed principals of “*Building Resilient Communities*” and “*Positive Places – Enabling our communities to be resilient and sustainable*”, if Cabinet members vote to close the Leisure Centre, **Blackwood Town Council as a statutory partner of the County Borough formerly requests** that the decision Cabinet makes would be to *defer closure to enable a six to twelve month grace period to enable discussions to take place* with:

- The local Community
- Leisure Centre users and groups
- Partners and other stakeholders

8.3. To explore the potential Asset Transfer of the Leisure Centre to community ownership and to enable all interested parties as described above to develop the most appropriate legal charitable operational model and to explore additional funding routes to ensure such a transfer of assets takes place.

8.4. Blackwood Town Council to formally write to the **Caerphilly Public Service Board** to request that the Board examine any decision to close Pontllanfraith Leisure Centre that does not also allow for the investigation of asset transfer and community ownership of the Leisure Centre and how such a decision to close may conflict with the Public Service Board’s emerging priorities.

8.5. Blackwood Town Council to formally write to the **Future Generations Commissioner for Wales** to seek her comments on the Departments report and our concerns as expressed in this consultation response and to request that The Commissioner undertake a review (see powers at Appendix A) to examine any decision to close Pontllanfraith Leisure Centre that does not also allow for the timely and thorough investigation of asset transfer and community ownership of the Leisure Centre and how such a decision to close may conflict with the principals and expectations as laid down in the *& Well-being of Future Generations Act*.

9. Reasons for Blackwood Town Council's Recommendations:

9.1. To enable Caerphilly County Borough Council to work in partnership with the local community and others to discharge its commitments and ambitions in accordance with the following National, regional and local strategic objectives:-

- The Social Services and Well-being (Wales) Act 2014
- The Well-being of Future Generations (Wales) Act 2015
- The Caerphilly Public Service Boards:-

The Caerphilly We Want - Draft Well-being Plan:-

Positive Change – A shared commitment to cross-sectoral change

- Provide leadership to facilitate organisational culture change, and shift to new ways of working, aligning corporate priorities in accordance with the Sustainable Development Principle
- Use our assets and resources more intelligently and sustainably
- Support our residents and partners to contribute fully to the Caerphilly we all want

Positive People – Empowering and enabling all our residents to achieve their own potential

- Facilitate a shift towards collaborative working with an emphasis on prevention to address current and future health and well-being challenges.
- Develop a co-ordinated programme of volunteering, maximising it as a route to personal well-being and employment
- Equip our residents to manage their physical and mental health and well-being needs in partnership with services

Positive Places - Enabling our communities to be resilient and sustainable

- Support our most disadvantaged communities to be resilient, cohesive and enable them to help themselves
- Work with regional partners to create safe, confident communities and promote community cohesion.
- Increase the contribution that the environment makes to the health and well-being of our residents.

9.2. Blackwood Town Council is of the view that the Cabinet allow for reflection on both Acts and on the emerging priorities of the Caerphilly Public Service Board, whose joint partnership approach of all public sector organisations ***supports the rights of local communities to develop local solutions to local challenges, which includes local service delivery and ownership of community assets.***

End of report.

Circulation List:

Caerphilly County Borough Council
Cabinet Members, Caerphilly County Borough Council
Pontllanfraith Ward Members
Blackwood Ward Members
Blackwood Town Councillors
Regeneration and Environment Scrutiny Committee Members

The Future Generations Commissioner for Wales

Caerphilly Public Service Board Members

Appendix 1.

Extract from the Well-being of Future Generations (Wales) Act 2015

Part 3 – The Commissioners Functions

20 Reviews by the Commissioner

(1) The Commissioner may conduct a review into the extent to which a public body is safeguarding the ability of future generations to meet their needs by taking account of the long term impact of things the body does under section.

(2) In conducting a review, the Commissioner may review—

(a) the steps the body has taken or proposes to take to meet its well-being objectives;

(b) the extent to which the body is meeting its well-being objectives;

(c) whether a body has set well-being objectives and taken steps to meet them in accordance with the sustainable development principle.

(3) In conducting a review, the Commissioner must have regard to any examination of the body carried out by the Auditor General for Wales under section 15.

(4) In conducting a review, the Commissioner may make recommendations to the public body about—

(a) the steps the body has taken or proposes to take to meet its well-being objectives;

(b) how to set well-being objectives and take steps to meet them in accordance with the sustainable development principle.

(5) The Commissioner may conduct a single review of two or more public bodies.

(6) The Commissioner must publish a report of a review (including any recommendations made) and send a copy of it to the Welsh Ministers.

(7) In conducting a review, the Commissioner may require a public body to provide such information as the Commissioner considers relevant to the review.

APPENDIX 3 - DETAILS OF EXISTING PONTLLANFRAITH LEISURE CENTRE & 3G PITCH USERS AND THEIR TRANSFER OPTIONS

Potentially Islwyn High Sports Hall Programme

	Court 1	Court 2	Court 3	Court 4
Mon	17:00	A Goodenough Police Football	A Goodenough Police Football	A Goodenough Police Football
	18:00	C Newman Badminton Booking	C Newman Badminton Booking	Dean Perry Badminton
	19:00	Oakdale Junior Badminton	Oakdale Junior Badminton	Susan Pritchard Badminton Club
	20:00	Oakdale Senior Badminton	Oakdale Senior Badminton	Church Badminton Club
	21:00	Oakdale Senior Badminton	Oakdale Senior Badminton	Oakdale Senior Badminton
Tues	17:00	Wattsville Under 8 Football	Wattsville Under 8 Football	Wattsville Under 8 Football
	18:00	Blackwood Netball Club	Blackwood Netball Club	Blackwood Netball Club
	19:00	Blackwood Netball Club	Blackwood Netball Club	Blackwood Netball Club
	20:00	Y Fawr Badminton Club	Craig Andrews Badminton	Keith Forward Table Tennis
	21:00	Stuart Verrier FC	Stuart Verrier FC	Stuart Verrier FC
Weds	17:00	Crusaders Junior Football	Crusaders Junior Football	Crusaders Junior Football
	18:00	Treowen Stars Junior FC	Treowen Stars Junior FC	Treowen Stars Junior FC
	19:00	Jack Mullen Walking Football	Jack Mullen Walking Football	Jack Mullen Walking Football
	20:00	Treowen Stars Youth FC	Treowen Stars Youth FC	Treowen Stars Youth FC
	21:00	Cefn Fforest AFC	Cefn Fforest AFC	Cefn Fforest AFC
Thurs	17:00	Luke Brown Football	Luke Brown Football	Luke Brown Football
	18:00	Blackwood RFC Juniors	Blackwood RFC Juniors	Blackwood RFC Juniors
	19:00	Pengam Boys Club	Pengam Boys Club	Pengam Boys Club
	20:00	Coed Duon Dragons Ladies	Coed Duon Dragons Ladies	Coed Duon Dragons Ladies
	21:00	Adam Royal Football	Adam Royal Football	Adam Royal Football
Fri	17:00	Disability Sports Development	Disability Sports Development	Disability Sports Development
	18:00	Newbridge Mini RFC	Newbridge Mini RFC	Newbridge Mini RFC
	19:00	Oakdale Senior Badminton	Oakdale Senior Badminton	Oakdale Senior Badminton
	20:00	Oakdale Senior Badminton	Oakdale Senior Badminton	Oakdale Senior Badminton
	21:00	Oakdale Senior Badminton	Oakdale Senior Badminton	Oakdale Senior Badminton

KEY

- Pont Hall Block Booking
- Pont Regular Users
- Pont ATP Block Booking
- Free Slot

Potentially Blackwood Comp Astro Turf Pitch Programme

	Half 1	Half 2
Monday 17:00	Treowen Stars FC	
18:00	Booked Out	
19:00	Booked Out	
20:00	Booked Out	

Key
 [Black Box] Booked Out
 [Red Box] Pont Club Slotted in
 [White Box] Free Slot

	Court 1	Court 2
Tuesday 17:00	Treowen Stars Junior Girls FC - AB	Treowen Stars Under 11's - JG
18:00	Booked Out	
19:00	Booked Out	
20:00		

	Court 1	Court 2
Wednesday 17:00		
18:00	Booked Out	
19:00	Blackwood Juniors RFC	Booked Out
20:00	Pontllanfraith AFC	Pontllanfraith AFC

	Court 1	Court 2
Thursday 17:00	Booked Out	
18:00	Booked Out	
19:00	Booked Out	
20:00		Booked Out

	Court 1	Court 2
Friday 17:00		
18:00		Treowen Stars Junior Girls
19:00	Booked Out	

Potentially SNSC Astro Turf Pitch Programme

	Half 1	Half 2
Mon	17:00	Pengam Junior AFC
	18:00	Cascade Juniors FC
	19:00	
	20:00	Ynysddu Youth FC
	21:00	Ynysddu Senior FC
	Sam Brown Football	
Tues	17:00	Treowen - LB Stars Junior FC
	18:00	Newbridge Mini Rugby
	19:00	Blackwood Juniors RFC
	20:00	
	21:00	Cwmfelinfach Crusaders Youth
	Wattsville AFC	
Weds	17:00	
	18:00	
	19:00	
	20:00	Blackwood Juniors RFC
	21:00	Blackwood Seniors RFC
	Treowen Stars Seniors FC	
Thurs	17:00	Pengam Mini FC
	18:00	
	19:00	
	20:00	
	21:00	A Sharpe
	Stephen Jenkins	
Fri	17:00	
	18:00	
	19:00	
	20:00	Martin Williams Football
	21:00	
	John Gadd Football	
	Wayne Jones Soccer Skills	

KEY

- Booked Out
- Pont Block Booking Slotted In
- Pont Regular Booking Slotted In

EQUALITY IMPACT ASSESSMENT FORM

April 2016

THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

NAME OF NEW OR REVISED PROPOSAL*	Closure of Pontllanfraith Leisure Centre
DIRECTORATE	Communities
SERVICE AREA	Sport & Leisure Services
CONTACT OFFICER	Jeff Reynolds Sport & Leisure Services facilities Manager reynoj@caerphilly.gov.uk
DATE FOR NEXT REVIEW OR REVISION	N/A

***Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The form should be used if you have identified a need for a full EIA following the screening process covered in the [Equalities Implications in Committee Reports](#) guidance document (available on the [Equalities and Welsh Language Portal](#) on the Council's intranet).

The EIA should highlight any areas of risk and maximise the benefits of proposals in terms of Equalities. It therefore helps to ensure that the Council has considered everyone who might be affected by the proposal.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011, the Welsh Language (Wales) Measure 2011 and supports the wider aims of the Well-being of Future Generations (Wales) Act 2015. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

Specifically, Section 147 of the Equality Act 2010 is the provision that requires decision-makers to have 'due regard' to the equality implications of their decisions and Welsh Language Standards 88-97 require specific consideration of Welsh speakers under the Welsh Language Standards (No.1) Regulations 2015.

The Older People's Commissioner for Wales has also published 'Good Practice Guidance for Equality and Human Rights Impact Assessments and Scrutinising Changes to Community Services in Wales' to ensure that Local Authorities, and other service providers, carry out thorough and robust impact assessments and scrutiny when changes to community services are proposed, and that every consideration is given to mitigate the impact on older people and propose alternative approaches to service delivery.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

This approach strengthens work to promote Equalities by helping to identify and address any potential discriminatory effects before introducing something new or changing working practices, and reduces the risk of potential legal challenges.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the [Equalities and Welsh Language Portal](#) and the Council's Equalities and Welsh Language team can offer support as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact equalities@caerphilly.gov.uk for assistance.

PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p> <ul style="list-style-type: none">• Following the closure of Pontllanfraith Comprehensive School and the opening of Islwyn High School, it is proposed to close Pontllanfraith Leisure Centre and transfer existing community usage to Islwyn High School that has similar facilities to accommodate the vast majority of the current programme.• The proposed closure of Pontllanfraith Leisure Centre will allow CCBC to realise MTFP savings of circa £81, 000 and explore options to generate a significant capital receipt• There is currently a provision of 11 Leisure Centres within Caerphilly County Borough managed by Sport & Leisure Services, along with secondary provision at Ysgol cwm Rhymni, Lewis Boys, Islwyn High and Y-Gwindy School that provide community based sport and leisure facilities• Withing a 5 mile / 20 minute drive time of Pontllanfraith Leisure Centre there is Cefn Fforest, Heolldu. Sue Noake and Newbridge Leisure Centre all with facilities that mirror the availability at Pontllanfraith Leisure Centre.
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2

Who are the service users affected by the proposal?

(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)

- Pontllanfraith Leisure Centre currently supports a broad programme of activities across a diverse age range. This includes a number of junior, youth and adult clubs and organisations across a range of activities from football, rugby, badminton and martial arts. There is a programme of leisure Centre delivery in areas such as fitness based classes. The facility also 'hosts' Islwyn Running club.
- There is a cohort of six staff employed by CCBC who are currently based at Pontllanfraith Leisure Centre

IMPACT ON THE PUBLIC AND STAFF

<p>3</p>	<p>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <ul style="list-style-type: none"> • <u>PUBLIC</u> The vast majority of the existing programme can be accommodated either at Islwyn High School or with other Leisure Centres within the CCBC portfolio. Booking for Islwyn High School will be taken directly through the school, however there will be programme support from Sport & Leisure Services to ensure there remains a balanced programme of activity and availability of access <p>The current clubs, groups and associations using the 3G football pitch at Pontllanfraith Leisure Centre are most at risk due to the same facility at Islwyn High School currently operating a community based programme. CCBC has articulated an aspiration to develop a new 3G facility housed within Blackwood Comprehensive School</p> <ul style="list-style-type: none"> • <u>STAFF</u> Vacancies have been identified within the service area to support the staff based at Pontllanfraith Leisure Centre. Two staff members have requested voluntary severance and these requests will be supported. <p>Trade Unions have been consulted on the proposal and have not raised any issues on the basis that substantive posts for all affected are protected within the service area</p>
	<p>Actions required:</p> <p>Further discussions with Islwyn High School to support the current Pontllanfraith Leisure Centre programme</p> <p>Ongoing investigation to support the aspiration to develop a new 3G facility at Blackwood Comprehensive School as part of 21st Century Schools Band B provision. Timescale to be confirmed</p>

<p>4</p>	<p>What are the consequences of the above for specific groups? <i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people’s disability, race, gender, sexuality, age, language, religion/belief?)</i></p> <ul style="list-style-type: none"> • The vast majority of user groups will be accommodated at Islwyn High School • Those groups who currently access facilities at Pontllanfraith Leisure Centre that are not available at Islwyn High School will be able to access them at other CCBC facilities within the Sport and Leisure Services portfolio • Potential loss of service provision for existing 3G users • Those users without access to a car may need to consider public transport options
	<p>Actions required:</p> <p>Review of current bookings at alternative 3G / Artificial Turf Pitch (ATP) facilities to support clubs currently housed at Pontllanfraith Leisure Centre</p>
<p>5</p>	<p>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language. <i>(The specific Policy Making Standards requirements are Standard numbers 88, 89, 90, 91, 92 and 93. The full detail of each Standard is available on the Equalities and Welsh Language Portal)</i></p> <ul style="list-style-type: none"> • This proposal does not have any positive or adverse effects on the provisions set out in the Welsh Language Standards (No1)
	<p>Actions required:</p> <p>N/A</p>

INFORMATION COLLECTION

6	<p>Is full information and analysis of users of the service available? <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service? Does any savings proposals include an analysis of those affected?)</i></p> <ul style="list-style-type: none">• Communications have taken place with all existing users through a thorough consultation process• Meetings have been held with local ward members and ward members of neighbouring wards• Access to certain facilities at Islwyn High School has been placed on hold to accommodate clubs and organisations from Pontllanfraith Leisure Centre.
	<p>Actions required:</p> <p>Ongoing review of 3G / ATP bookings to reduce the impact upon those clubs, groups, organisations who may be most at risk</p>

CONSULTATION

7	<p>What consultation has taken place? <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council's Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <ul style="list-style-type: none">• A full and comprehensive public consultation process has been undertaken and supported by CCBC Communications Team, to include all users, local members, town and community councils and other stakeholders• Two open forums have been held at Pontllanfraith Leisure Centre providing current users with the opportunity to engage in discussion and register comments, observations and concerns• Two 'surgery' type forums have also been held with users to establish individual concerns and explore opportunities to mitigate
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	<p>Actions required:</p> <p>Upon completion of the consultation exercise, a further report will be presented to cabinet for consideration</p>
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MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <ul style="list-style-type: none"> • Sport and Leisure Services operate a robust, systematic Customer Comments and engagement process that is regularly reviewed for trend data.
	<p>Actions required:</p> <ul style="list-style-type: none"> • Continue to review customer feedback via established Sport & Leisure Systems. • Regular engagement with groups, clubs and organisations • Regular engagement with groups, clubs and organisations

<p>9</p>	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <ul style="list-style-type: none"> • Sport and Leisure Services operate a robust, systematic Customer Comments process that is regularly reviewed for trend data. • Consideration given to all observations and responses submitted as part of consultation process
	<p>Actions required:</p> <p>As above</p>

<p>10</p>	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p> <ul style="list-style-type: none"> • No, Customer bookings at Islwyn High School will be taken through contacting the school directly as per any other CCBC Leisure Centre
	<p>Actions required:</p>

11	<p>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</p> <ul style="list-style-type: none"> • The vast majority of user groups will be accommodated at Islwyn High School. • Current daytime classes at Pontllanfraith, ie: Yoga, can be accommodated at Newbridge Leisure Centre • There are a number of CCBC Sport and Leisure facilities within a five mile drive time including Cefn Fforest, Newbridge, Sue Noake and Heolddu Leisure Centre's that can also accommodate aspects of the programme • Ongoing review of 3G / ATP bookings to reduce the impact upon those clubs, groups, organisations who may be most at risk
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12	<p>What wider use will you make of this Equality Impact Assessment? <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p> <ul style="list-style-type: none"> • To evaluate impact of any decision on particular groups, users, organisations, staff, members of the public and broader stakeholders. • Used as part of the Council's decision making process in support of the adoption and delivery of Sport & Leisure Service strategy. • The EIA will be an appendix to the report taken forward to cabinet for a decision.
	<p>Actions required:</p> <ul style="list-style-type: none"> • EIA, when completed, to be returned to equalities@caerphilly.gov.uk for publishing on the Council's website.

Completed by:	Jeff Reynolds
Date:	
Position:	Sport & Leisure Services Facilities Manager
Name of Head of Service:	Mark S Williams



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 2017

SUBJECT: DECriminalisation of Parking – Stage 1 Report

REPORT BY: CORPORATE DIRECTOR – COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 For members of the committee to consider the outcomes from the options appraisal undertaken to date on the implications of taking on Civil Parking Enforcement Powers, and to offer views on how these findings should be developed further, in order to propose the most economical, effective and efficient service delivery model for the Council.

2. SUMMARY

- 2.1 On 16 February 2017 Gwent Police confirmed in writing to all five Gwent local authorities that they intend “to withdraw its officers and staff from activities that involve enforcing parking restrictions” as of 1st April 2018. Gwent is the only area of Wales where the local authorities have not taken on Civil Parking Enforcement powers, and the communication from Gwent Police now forces the local authorities in the area to decide whether or not to take on these powers.
- 2.2 The five local authorities subsequently commissioned a study to investigate the feasibility of creating a Civil Enforcement Area and Special Enforcement Area (CEA/SEA) across each administrative area and for the whole of Gwent. The resulting financial viability of these options shows a mixed picture across the five local authorities however, for CCBC it shows that all options can generate an annual surplus but are unlikely to generate enough income to cover the set up costs after 5 years.

3. LINKS TO STRATEGY

- 3.1 Road safety delivery contributes to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2015:
- A prosperous Wales,
 - A healthier Wales,
 - A more equal Wales,
 - A Wales of cohesive communities, and
 - A globally responsible Wales.
- 3.2 Engineering Services Division Objective: *To work towards a safer environment through positive measures to reduce road accidents and particularly by protecting and providing for vulnerable road users.*

4. THE REPORT

4.1 Background

Following initial communications and discussions on Civil Parking Enforcement (CPE) initiated by Gwent Police, they confirmed in writing to all five Gwent local authorities on 16 February 2017 that they intend “to withdraw its officers and staff from activities that involve enforcing parking restrictions” as of 1st April 2018. Gwent is the only area of Wales where the local authorities have not taken on CPE powers, and the communication from Gwent Police now forces the local authorities in the area to decide whether or not to take on these powers.

4.2 CPE Study

The five local authorities have commissioned RTA Associates Ltd. to undertake a study to investigate the feasibility of creating a Civil Enforcement Area and Special Enforcement Area (CEA/SEA) across each administrative area and for the whole of Gwent, and the resulting financial viability of these options. A CEA/SEA is an area in which parking contraventions are dealt with under civil procedures, using the powers of the Traffic Management Act 2004. Within a CEA/SEA the responsibility for the enforcement of virtually all on-street parking passes from the Police to the Highway and Traffic Authority. The income from the on-street penalty charge notices (PCN) issued is retained by the Highway Authority to be used to fund the scheme, with on-street and off-street PCN surpluses and on street pay and display income being ring-fenced under Section 55 of the Road Traffic Regulation Act 1984 for certain highway related matters.

CCBC is responsible for all of these matters on-street as the Highway Authority and directly responsible for off-street matters in the Council owned car parks. The study investigated whether CPE is a viable power to be acquired, and the implications of doing so, were CCBC to decide to proceed.

4.3 Study findings for CCBC

The general conclusion reached is that the creation of a CEA/SEA can be financially viable within CCBC but, less so if set up costs are to be repaid from the scheme. All options resulted in a revenue operational surplus.

4.3.1 The financial modelling process tested the following options:

- The introduction of on-street enforcement, without any other major changes to the management of parking within CCBC, and using the Penalty Charge levels as made available by Government – the Base model.
- The Base model with enforcement services externalised (B1).
- The Base model with administration services externalised (B2).
- The Base model with all services externalised (B3).
- Model B3 with 10% less on street PCNs (B4), as a sensitivity test to provide a more conservative financial model if the projected PCNs are not achieved.

4.3.2 The broad conclusions from this exercise were:

1. The project overall is viable as it stands as it shows a small surplus but the set up costs must be covered from alternative funding. The detailed costs are highlighted in section 4.4.
2. The operational surpluses for all options are insufficient to pay back the set up costs within 5 years, with the exception of full externalisation.
3. An active, but not aggressive, programme of enforcement is a basic requirement for a financially viable project; this applies to the issuing of parking tickets, and to the pursuit of debt.
4. The most cost effective method would be to outsource all the parking enforcement and administration. This could be run at an operational surplus and could eventually repay the set up costs over a 5 year period.

4.4 Cost implications for CCBC

In order for CCBC to adopt the powers required for CPE using a fully in house service – the Base Model, the total set up costs would be in the region of £492,000 of which, it is estimated that £390,000 is required to undertake the TRO review and remedial works to signs and lines. Note the total set up costs varies slightly for each option. The table below shows the average annual surplus and deficit after 5 years of operations estimated for each option.

Item	Base model	B1	B2	B3	B4
Public relations	5,000	5,000	5,000	5,000	5,000
Consultancy costs	10000	10000	10000	10000	10000
TRO review	73,000	73,000	73,000	73,000	73,000
Signs and lines remedial works	300,000	300,000	300,000	300,000	300,000
Signs and lines conversion	17,000	17,000	17,000	17,000	17,000
TRO conversion	3,500	3,500	3,500	3,500	3,500
Set up training	1,500	1,500	1,500	1,500	1,500
Sub total	410,000	410,000	410,000	410,000	410,000
On Street equipment set up	42,500	11,000	42,400	12,000	12,000
Off street equipment set up	14,500	0	13,800	0	0
Ticket and processing equipment set up	25,000	25,000	15,800	16,000	16,000
Sub total	82,000	36,000	72,000	28,000	28,000
TOTAL SET UP COSTS	492,000	446,000	482,000	438,000	438,000

Highlighted £390,000 TRO review and remedial works

- 4.4.1 All models assume 3-5% of contraventions are issued a PCN, 11,250 PCNs issued annually, 75% collection rate of PCNs. These are considered to be conservative assumptions but model B4 has been added as a further sensitivity test reducing the income with a 10% reduction of on-street ECNs issued.
- 4.4.2 The main savings and cost efficiencies using the contracted out option (model B3) is in the ongoing cost of labour supply and the initial set up costs for the enforcement hardware, the IT software and the administration team that the contractor will spread out within their rates over the 5 year contract.
- 4.4.3 A project to review the on-street traffic regulations throughout the County should be commenced and this is a large undertaking. These costs comprise about 80% of the capital set up costs identified in the business model. If these costs can be covered elsewhere by the County Council, then they can be removed from the business plan. The review needs to be undertaken to inform the decision making process (at a cost of approximately £70k). The remedial works to amend any lines and signs (estimated at around £320k) could then be phased over 2-3 years but would restrict where enforcement could be undertaken.

4.5 Study findings for a collaborative Gwent option

4.5.1 The joint modelling process tested the following options:

- Model J1: Provision of CPE functions with enforcement retained by each authority individually and the whole of the administration undertaken by one of the Gwent authorities.
- Model J2 is as J1 but the administration undertaken by a 3rd party authority with the current Wales Penalty Processing Partnership rates used.

- Model J3 is where all the enforcement and administration is provided by one Gwent authority for all the 5 partners.
- Model J4 is as for J3 but all services provided under one contract by a national contractor through a procurement exercise. The model has used current market rates from recent tenders.

4.5.2 The broad conclusions from this exercise were:

- The project overall is more financially secure and has greater resilience in adopting a joint approach.
- Outsourcing the whole parking provision under one contract (J4) to an external contractor is shown to be the most cost effective method. This is the only financial business case that achieved an operational surplus across all five authorities.
- Using a Gwent authority to provide all the services costs an extra total of £659,000 over 5 years (J3) compared to J4.
- Comparing J4 to all the 5 authorities working as individuals (summation of models B3 in each authority), shows a combined saving of £1.56million over the 5 years.

4.5.3 It should be borne in mind that the advantages of a Gwent CPE approach are greater for some of the authorities than others. CCBC is one of only 2 authorities that are predicted to maintain a revenue operational surplus for all financial models. The average annual surplus and deficit after 5 years for CCBC is included in the table below.

Item	J1	J2	J3	J4
SET UP COSTS FOR GWENT				
Operational management set up	77,200	77,200	68,400	66,500
On Street equipment set up	144,200	144,100	144,100	57,100
Off street equipment set up	37,000	37,100	37,100	0
Ticket and processing equipment set up	177,800	102,100	177,800	103,500
Sub total	436,200	360,500	427,400	227,100
(CCBC share of set up costs)	(88,800)	(76,000)	(86,800)	(45,600)
TRO review and remedial works	390,000	390,000	390,000	390,000
CCBC incidental costs (e.g. training & TRO conversion)	3,600	3,400	3,500	3,700
CCBC share of set up costs	88,800	76,000	86,800	45,600
CCBC surplus after 5 years	(183,000)	(193,000)	(292,000)	(398,000)
Total deficit after 5 years	299,400	276,400	188,300	41,300

4.6 Statutory process

4.6.1 To acquire the powers, CCBC will have to formally apply to the Welsh Government (WG) for a Designation Order which decriminalises parking enforcement across the whole of the Caerphilly County Borough. From the date set in this Order, Gwent Police will be unable to enforce the majority of parking related offences, and CCBC must be ready to undertake the responsibilities. Moving traffic violations would remain the responsibility of Gwent Police to

enforce and the full list of parking offences to be transferred to the Council would need to be agreed. The formal application element of the project is estimated to take around 8 to 12 months to complete, with the WG requiring a minimum of 6 months to process the application from date of receipt. The WG currently only accept applications in April and October each year but may make an exception for the last remaining 5 authorities in Wales who have not taken on these powers.

- 4.6.2 Experience indicates that to introduce civil enforcement will require an overall timetable of between 15 and 24 months as a minimum, from the date of a decision to proceed. To manage this project, a Project Steering Group and Project Manager role should be established, to include not only officers from the various internal sections that are concerned, but also ad hoc representatives from Gwent Police. Such is the importance of the project, it is suggested that major policy direction for the project should come from a group of Members and senior officers within CCBC, delegated with the responsibility for successful implementation of decriminalisation.
- 4.6.3 The timing of the submission of the formal application is quite important, as it commits CCBC to a start date, from which variation is not easily possible. This date is also the date when the Police lose the power to enforce parking in the County. The County Council must therefore be confident it can achieve the date. On the other hand, the application has to be submitted in good time to get the necessary Order prepared and approved.
- 4.6.4 If contracting out is to occur, thought needs to be given to the availability of confirmation of the application before any contract is signed, which can lengthen the overall timescale by perhaps about 3-6 months.

4.7 Benefits and advantages

4.7.1 The benefits to CCBC by introducing CPE include:

- Taking control of where, when and how the parking in the County is controlled. CCBC could enforce wherever and whenever they wish and this creates a very flexible service provision that can react to requests for assistance, special events and undertaking evening and weekend enforcement where deemed necessary.
- A coordinated parking enforcement service would be established, covering on and off-street parking.
- The service could eventually be self-financing, including the initial set up costs that will need to be funded accordingly.
- Improved compliance will be seen in permitted parking spaces.
- The implementation of proper enforcement creates a higher turnover of spaces and therefore reduces congestion around the amenities as drivers can find available space more easily than driving around until one becomes available.
- Reduced congestion and obstruction to traffic will also be a benefit to the community as those currently parking in contravention to the detriment of the free flow of traffic are moved on to legal spaces where it is appropriate to park.
- Growth in demand for vehicular access in particular to the main County centres would be restrained.
- The design of future parking schemes such as resident permit schemes, for which there may be a demand, could be undertaken in the knowledge that parking controls would be enforced by CCBC, as the County Borough Council and Highway Authority.
- Overall improved environmental conditions, including safer traffic conditions, and less pollution would result from less illegal parking, fewer cars, and better circulation.
- Parking enforcement would become more locally accountable and adaptable.
- Police resources would be freed up to be diverted to other purposes.
- An increase in use of off-street car parking facilities is expected, and the financial model assumes a 1% increase in off-street pay and display income.

4.7.2 The main point with CPE is that it is simply a change in the enforcement service from the police to local authority control and there are no anticipated major changes to the restrictions on site. It is therefore unlikely that the introduction of CPE will have an impact on the local economy or the shops. In fact, it has been known to have a positive impact where shopkeepers themselves were guilty of parking all day in limited waiting bays outside their own shops thereby preventing turnover of spaces and creating a reduction in footfall. Correct enforcement would alleviate this problem.

4.8 Disadvantages

4.8.1 The disadvantages to CCBC by introducing CPE include:

- Based on the current free parking provision on and off-street across the County, any increased enforcement of parking restrictions would simply move the majority of vehicles to the off street areas that are available.
- The main issue is that there is no opportunity to reverse the process once an Order is made. This implies that once civil, CCBC has to make the system work. This is not so large an issue as might be implied because if the resulting financial equation is not appropriate, it is a matter of adjusting the scale of the enforcement resource until a better balance is found. This would not be an attempt to issue more PCNs but to align the resource level to the income generated.
- The issue of physical violence after the start of CPE is also important to consider. In areas which have already adopted the powers, it has been found that Council CEOs are more prone to physical abuse and even attack than are Police personnel, so an excellent link to the police to request urgent assistance is essential.
- The most constructive attitude tends to be where the police recognise that having a larger number of uniformed people on the street can act as a benefit to their operations, acting as eyes and ears to assist them, as well as vice-versa.

4.9 Issues for consideration

4.9.1 Collaboration: Should CCBC decide to collaborate with the other Gwent local authorities to provide a joint service, for all the options considered in the financial models, an operational surplus is forecast for CCBC which increases with collaboration. This is not the case for all local authorities (whether operating individually or as a Gwent region) and may influence their decision making on whether to collaborate or not.

4.9.2 Engagement with Gwent Police: The current notification is that Gwent Police will withdraw from parking enforcement by April 2018. Even if a decision is taken now to adopt CPE powers, it would not be possible to have them in place and enforceable by April 2018. Discussions are ongoing with Gwent Police for them to delay any withdrawal of their services in relation to parking enforcement until the Gwent authorities are in a position to adopt the relevant powers if the authorities support the decision. Should the Gwent authorities not support taking on the powers of CPE, it is currently unknown whether Gwent Police would continue to support enforcement.

4.9.3 Community Safety Wardens: Some Authorities have expressed a wish that the CEOs have a dual role in that they enforce other aspects of street management such as litter dropping and dog fouling. The legislation governing the CEO precludes this dual enforcement role being undertaken simultaneously and it could also affect the financial predictions should the CEOs be doing something other than parking enforcement.

4.10 Considerations for Members

4.10.1 The key questions for Members to consider and for which views are sought in order for the Council to agree a position are:

4.10.2 Should the Council take on CPE powers?

1. Does the Council wish to have direct operational control or can the service be out-sourced?
2. Does the Council wish to operate a shared service with the other local authorities in Gwent in any way?
3. What level of public consultation and engagement is required? The general experience is that CPE on its own is not a topic which engenders a lot of public interest; where such interest does exist, it is usually either a strong view that "more enforcement" is required, or it stems from particular sections of the community who perceive it as a threat e.g. retail operators who think more enforcement will damage trade.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 Should CPE powers be progressed and a clear direction identified, the well-being implications for future generations may include: increased road safety through the reduction of inappropriate parking and freer traffic flow; less congestion through a higher turnover of spaces reducing road risk and improving air quality; a possible shift to more environmentally sustainable transport; police resources released to crime and disorder; a greater uniformed deterrent presence.

Consideration of CPE powers will be subject to the involvement of local communities through consultation once the initial direction is determined. The options include collaboration across the five Gwent local authorities, and with the private sector, should a commissioned service be the favourable option. CPE may prevent some problems that are apparent with the current limited police enforcement due to competing demand.

6. EQUALITIES IMPLICATIONS

- 6.1 An Equalities Impact Assessment screening has been completed in accordance with the Council's Strategic Equality Plan and supplementary guidance. No potential for unlawful discrimination and/or low level or minor negative impact has been identified therefore, a full EIA has not been carried out.

7. FINANCIAL IMPLICATIONS

- 7.1 The financial implications will depend on the CPE option pursued, if pursued, and are broadly set out within the report at para 4.4.1 for CCBC independently and at para 4.5.3 for CCBC as part of a Gwent collaborative initiative.
- 7.2 More specific detail will be provided in the subsequent report once a clear direction has been identified.
- 7.3 If CCBC were to directly manage enforcement a slightly enlarged parking management structure would be required, including an additional 5.5 full time equivalent (FTE) Civil Enforcement Officers (CEO). Additional financial resources may be required depending on the option pursued and full details would be the subject of a future report.

8. PERSONNEL IMPLICATIONS

- 8.1 If CCBC were to directly manage enforcement a slightly enlarged parking management structure would be required, including an additional 5.5 full time equivalent (FTE) Civil Enforcement Officers (CEO). Additional resources may be required depending on the option pursued and full details would be the subject of a future report.

8.2 With regard to Options B1-3 and J1-4, there will be some personnel implications. These are currently being investigated and will be detailed further in the following Stage 2 report.

9. CONSULTATIONS

9.1 The comments received on this report from the list of consultees have been incorporated within the report.

10. RECOMMENDATIONS

10.1 To consider and discuss the findings of the review undertaken to date and to provide views on the scope of further detailed work that should be undertaken to inform a further report to the committee, prior to proposing a delivery model to the Cabinet that is best placed to serve the needs of the county borough and its citizens.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To determine whether or not the Council should take on CPE powers and to understand the implications of any decision.

12. STATUTORY POWER

12.1 The Traffic Management Act 2004 and the Road Traffic Regulation Act 1984.

Author: Clive Campbell – Transportation Engineer Manager

Consultees: Cllr. Sean Morgan – Cabinet Member for Economy, Infrastructure, Sustainability and Wellbeing of Future Generations Champion
Cllr. Tudor Davies – Chair of Regeneration and Environment Scrutiny Committee
Cllr. Christine Forehead – Vice Chair of Regeneration and Environment Scrutiny Committee
Chris Burns – Interim Chief Executive
Christina HARRY – Corporate Director of Communities
Richard Harris – Acting Deputy Monitoring Officer
Gail Williams – Interim Head of Legal Services and Monitoring Officer
Marcus Lloyd – Acting Head of Engineering Services
Dean Smith – Principal Engineer (Traffic Management)
Mark S. Williams – Head of Community and Leisure Services
Mike Eedy – Finance Manager
Shaun Watkins – HR Manager
Anwen Cullinane – Senior Policy Officer – Equalities and Welsh Language
Kathryn Peters - Corporate Policy Manager



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 2017

SUBJECT: PLANNING CONSULTATION PROCEDURE FOR APPLICATIONS THAT INVOLVE TELECOMMUNICATION MASTS

REPORT BY: CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To consider a proposal to amend the local planning authority's current consultation procedure with regard to telecommunications masts.

2. SUMMARY

- 2.1 Council resolved in 2005 to adopt a consultation procedure whereby any application for planning permission for, or a notification about telecommunications masts should be subject to the following public consultation: all local education establishments within 300m, and all residential development within 250m of the proposed site. Consideration is now being given to reduce that requirement so that telecommunications masts are subject to the similar consultation procedures to other developments, i.e. only adjoining properties will be sent a letter, but a site notice will be posted in every case, and the need to consult local schools will be retained.

3. LINKS TO STRATEGY

- 3.1 The following are the Well-being Goals within the Well-being of Future Generations Act (Wales) 2016:

- *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**

The recommendation at the end of this report does not make a significant contribution to these goals, but is a response to changing circumstances.

4. THE REPORT

- 4.1 Following a notice of motion to the Policy and Resources Scrutiny Committee, Council of 11 January 2005 resolved that:

- (i) the Local Planning Authority advise telecommunication companies and developers of the Welsh Assembly Government Code of Best Practice on Mobile Phone Network Development which recommends they undertake full consultation and full disclosure of information to local communities prior to submitting any planning application for telecommunication equipment and will request such telecommunication companies and developers to comply with this Code of Best Practice;
- (ii) in the interests of transparency, consultations be extended to local education establishments such as Schools and FE Colleges within 300m of the proposed site, residential development within 250m of the proposed site as well as Town and Community Councils;
- (iii) part 3 of the Notice of Motion in respect of the request that delegated powers to Officers be removed be referred to the Modernisation Working Group and its recommendations be referred to Council for consideration;
- (iv) all planning notices for telecommunications equipment should contain information on the actual purpose so that all residents of this county borough have the full facts and a chance to object within the 21-day period;
- (v) Caerphilly County Borough Council notes that the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) allows for the emergency site moveable apparatus purely where required for the replacement of unserviceable apparatus and this does not extend to greenfield sites.

4.2 That approach reflected the concerns of members and the public about the effect of telecommunications masts on health. It would now be reasonable to consider whether the consultation process set out in point (ii) above is necessary, taking account of the response of the public to the applications received over the past twelve years, which is considered further below, and set out in table form in paragraph 4.6 it is likely that with the growing use of mobile phones there is a greater acceptance of the associated masts. Also, budgetary and time pressures on local government services mean that it would be prudent to review this procedure.

4.3 Welsh Assembly Government adopted the document *Code of Best Practice on Mobile Phone Network Development* in 2002, which amongst other things encourages telecommunications companies to consult ward councillors, community councillors and schools in certain cases. Extensive advice is given by the code on the need to consult schools and FE colleges. Where it is proposed to install, alter or replace a mobile phone base station on or near a school or college, operators should discuss the proposed development with the relevant body of that particular institution before submitting an application for planning permission, or a notification to the local planning authority.

4.4 The code states that there are no hard and fast rules in determining whether a mast should be considered as being close to a school or college, but the following matters should be taken into account:

- the proposed site is on the school or college grounds
- the proposed development would be seen from the school or college grounds
- the site is the main access point used by students at the school or college
- the local planning authority has requested consultation with the school or college
- the school or college has requested that it be included in any consultation
- there is a history of concern about base stations within the local community

On the basis of that advice alone, this Council's current practice of consulting schools within 300m of a mast site would appear excessive, although it was taken into account by members at the time the consultation procedure was adopted.

- 4.5 With regard to publicity, Welsh Government Technical Advice Note 19 (Telecommunications) (2002) states:

53. Local planning authorities are advised to consider, on a case-by-case basis, whether the statutory consultation arrangements for applications for planning permission and prior approval will adequately provide for interested parties to be notified of a particular development. Pre-application discussions with the developer should have helped the authority to identify who those interested parties might be. Authorities are strongly encouraged to undertake any additional publicity that they consider necessary to give people likely to be affected by the proposed development an opportunity to make their views known to the authority. Local authorities should bear in mind that, on occasion, this may include people outside of the authority area.

This Council clearly took this advice on board when it considered its consultation procedures in 2005. However, the number of replies generated by the consultations carried out since then suggests that the scale of publicity is greater than the actual public concern would merit.

- 4.6 The procedure was adopted in 2005, and up to the end of May 2017, 62 cases had been considered by the local planning authority where public consultation had to be carried out. An analysis of those cases reveals the following.

Number of consultees	Number of cases
Under 20	20
20 -100	16
101-200	13
201 - 300	5
301 - 650	7
650 - 730	1

The following table takes the ten cases that had the highest number of consultees, and then shows how many responses were received for each of those applications.

Number of responses in the cases with the ten highest number of consultations	
Number of consultees	Number of responses
211	0
288	0
307	1
321	1
336	6
346	2
450	4
520	0
641	1
730	2

The next table takes the ten highest levels of responses and shows the corresponding number of consultation letters sent in each case.

Ten highest level of responses compared to number of consultations	
Number of responses	Number of consultations
4	179
4	450
5	144
6	176
6	204
6	336
9	44
9	53
16	144
25 (including letter from head teacher)	99

- 4.7 It is evident from the analysis that the number of comments received is very small compared to the number of consultations sent out. A recent application required 730 consultations, and it is estimated that the total cost of carrying out that level of publicity, including postage, paper and printing was £508.80. That cost did not include staff time, or the cost of determining the application which included a professional officer's time, and members' time because it was reported to Planning Committee and involved a site visit. The statutory fee received for the application in that case was only £380
- 4.8 Sixteen South Wales local planning authorities were consulted about this matter in May 2017, and replies were received from six. None of those that replied have consultation procedures as extensive as those adopted by this council. Of those that have a policy or have adopted a practice, these are the only special requirements they have:
- "... the Authority would display at least five site notices and at the discretion of the Director of Environment and Development send letters to nearby properties."
 - "... the nearest residential property would be notified on all occasions."
 - "... ensure at least one site notice is displayed."
- 4.9 Whatever the costs involved, it is evident that the level of consultation currently carried out is disproportionate to the response it is prompting. Also, it is unlikely that any other LPA is consulting to the same extent as Caerphilly. In view of those factors, it is recommended that consideration is given to reducing the level of consultation to something similar to that carried out for other applications and notifications, i.e. adjoining properties will be sent a letter, but a site notice would also be posted in every case. Also, experience suggests that it is the proposals near schools that generate the most concern, so that aspect of the extended consultation procedures should be retained.
- 4.10 All applications for planning permission or notifications have to be accompanied by a certificate of compliance with the International Commission on Non-Ionizing Radiation Protection (ICNIRP) guidelines for public exposure to transmission from masts. That has long been regarded, including by environmental health officers, as sufficient assurance that the masts are acceptable from a public health point of view.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This proposal will not make a significant contribution to the Well-being Goals as set out in Links to Strategy above, but it is consistent with the five ways of working as defined within the sustainable development principle in the Act in that:
- Long Term – it ensures that the Council uses its resources prudently so that the planning service is delivered in an efficient manner that is focused on the appropriate material planning issues;
 - Prevention - it prevents the inappropriate use of resources on wasteful consultation, but through retaining the consultation of schools will ensure that the impact of masts on future generations will be taken into account;
 - Involvement – it maintains the involvement of the public in the planning determination process in an appropriate manner as set out in the development management procedure order (wales) 2012.

6. EQUALITIES IMPLICATIONS

- 6.1 An EIA screening has been completed in accordance with the Council's Strategic Equality Plan and supplementary guidance. No potential for unlawful discrimination and/or low level or minor negative impact has been identified, therefore a full EIA has not been carried out.

7. FINANCIAL IMPLICATIONS

- 7.1 There will be a small financial saving to the Council. It is unquantifiable as the number of most related applications received is unpredictable, as is the number of consultees in each case.

8. PERSONNEL IMPLICATIONS

- 8.1 It will release administration officers to carry out other tasks.

9. CONSULTATIONS

- 9.1 Swansea, Blaenau Gwent, Torfaen, Monmouth, Merthyr and Neath Port-Talbot county borough councils replied to a consultation of 16 local planning authorities in South Wales.

10. RECOMMENDATIONS

- 10.1 That the committee considers the reasons and rationale relating to the recommendation to reduce the level of planning consultation to that associated with other applications and notifications, and an amended procedure is supported which includes a site notice in each case, and the consultation of all local education establishments within 300m, and offer their views, prior to decision by full Council.

11. REASONS FOR THE RECOMMENDATIONS

- 11.1 To offer a more appropriate, efficient and effective consultation procedure, based upon evidence gathered from previous applications.

12. STATUTORY POWER

- 12.1 Town and Country Planning Act 1990.
Town and Country Planning (General Permitted Development) Order 1990 as amended.
Town and Country Planning (Development Management Procedure) (Wales) Order 2012.

Author: Tim Stephens - Interim Head of Planning
Consultees: Christina HARRY - Corporate Director - Communities
Richard Crane - Senior Solicitor

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 12TH DECEMBER 2017

SUBJECT: ANNUAL PERFORMANCE REPORT – PLANNING

REPORT BY: CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To advise members of the contents of the Annual Performance Report (APR) for the Planning service of the Planning and Regeneration Division, which encompasses the Development Management and the Strategic Development Plan groups.

2. SUMMARY

- 2.1 The APR was proposed by Welsh Government as a result of the 'Positive Planning' consultation in December 2013. They consulted on a series of proposals for measuring the performance of key stakeholders in the planning service and proposed that stakeholders should prepare an annual report, discussing how their organisation had performed against the indicators, identifying what it had done well so that this can be shared with others, and what steps might be taken to address areas of performance in need of improvement. The first reports were submitted in November 2015. A draft report, attached as an appendix to this report, was submitted to Welsh Government in early November 2017.

3. LINKS TO STRATEGY

- 3.1 3.1 The Single Integrated Plan Caerphilly Delivers has been prepared by the Local Service Board, and it represents a determined commitment by all partners to accelerate change, strengthen partnership working, multi-agency collaboration, and accountability for delivery.
- 3.2 The Local Development Plan is the statutory framework for the development and use of land within Caerphilly County Borough and is the key mechanism for delivering the land use elements of Caerphilly Delivers.
- 3.3 The Future Generations Act 2014 has 7 national goals which all public bodies are expected to contribute towards. An APR that reflects a good planning service will accord with those goals, which are
- 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 APR is attached as an appendix. In summary it shows that there have been improvements in performance over the past year, compared to our performance in previous years, and compared to other local planning authorities in Wales. However, there continue to be areas for improvement that need to be addressed over the coming year, and the APR is a useful means of identifying those areas, establishing appropriate actions, and measuring progress.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 The report is largely informative, containing details of performance over the past year, but it also allows an opportunity for reflection in respect of the five ways of working listed in the Act, which are as follows.
- Long Term –The actions identified must ensure that best practice is adopted in the long-term to ensure that the local planning authority continues to deliver an efficient service whilst securing material planning objectives.
 - Prevention - Those best practices should be flexible and ensure that changing conditions are anticipated so that a good quality service can be maintained.
 - Integration – It is essential that the local planning authority cooperates with other public bodies to deliver its service, and this is already reflected in its day-to-day work.
 - Collaboration – It is essential that the local planning authority cooperates with other public bodies to deliver its service, and this is already reflected in its day-to-day work.
 - Involvement – Public consultation is at the heart of the planning process.

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 None.

9. CONSULTATIONS

- 9.1 None.

10. RECOMMENDATIONS

- 10.1 Members note the contents of the APR.

11. REASONS FOR THE RECOMMENDATIONS

- 11.1 To allow members the opportunity to review, question and comment upon the performance of the Planning Service.

12. STATUTORY POWER

- 12.1 This is to identify the enabling statutory power(s) for the decision under consideration. It should also state whether the power(s) are the responsibility of full Council or Cabinet and if it has been delegated to officers.

Author: Tim Stephens - Interim Head of Planning
Consultees: Christina HARRY - Corporate Director Communities

Appendices:
Appendix 1 Caerphilly LPA - Planning Annual Performance Report (APR) - 2016-17

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Caerphilly LPA

**PLANNING ANNUAL PERFORMANCE REPORT (APR) –
2016-17**

PREFACE

I am pleased to convey to you Caerphilly County Borough Council's third Annual Performance Report. This local planning authority faces two significant challenges at present: the need to maintain an efficient high quality service at a time of reducing resources; and the need to address a significant shortage in the borough's housing land supply. Against that backdrop, the report describes a service that is successful in many areas, but where there is also room for improvement. This document and its successors will provide a sound basis for maintaining and improving the planning service in Caerphilly borough for the benefit of its residents.

1. CONTEXT

- 1.1 The Single Integrated Plan (SIP) Caerphilly Delivers is the overarching policy framework for the Council and its partners until it is replaced by the Public Service Board Well-Being Plan in 2018. It was prepared by the Local Service Board and replaces a number of existing plans that were previously required, such as the Community Strategy, the Health, Social Care and Well-Being Strategy, Children and Young People's Plan, and the Community Safety Plan, it represents a determined commitment by all partners to accelerate change, strengthen partnership working, multi-agency collaboration, and accountability for delivery.
- 1.2 The Caerphilly County Borough Local Development Plan up to 2021 was adopted in November 2010 and is the key mechanism for delivering the land use elements of the SIP. It was decided in 2013 to review the LDP with a view that the Replacement LDP up to 2031 would have an adoption date of 2017. However, the Council resolved in July 2016 to withdraw the review as part of a package of initiatives including further discussions with Welsh Government (WG) and LPAs within the Cardiff Capital Region regarding the possible development of a strategic development plan (SDP), and to discuss the importance of WG funding to help unlock the remaining brownfield sites across the county borough. A decision should be made before the end of 2017 on how to progress an SDP, which will have implications for the preparation of an LDP.
- 1.3 Towards the end of the 20th Century the population of the County Borough remained relatively stable. The Census indicated that there had been remarkably little variation in population between the 1981 at 171,700, and 2001 at 169,500. However the 2011 Census indicated that the population of Caerphilly was considerably higher than had previously been estimated, at 178,806 people. This was over 5,400 higher than the LDP projections had assumed for 2011 and nearly 5,000 higher than the Welsh Government 2008 based projections indicated for that year. Notably Caerphilly had one of the highest differences in Wales in the anticipated population (as per the MYE) and the actual Census figures.
- 1.4 The 2011 Census also indicated that there has been significant change in the distribution of the population within the County Borough, and significantly, the population decline in the Heads of the Valleys Regeneration Area has generally been halted, with a slight increase in the population from 30,626 in 2001 to 31,087 in 2011.
- 1.5 Twelve of the 110 statistical areas in Caerphilly County Borough are in the top 10% of the most deprived areas in Wales (Welsh Index of Multiple Deprivation 2014). St. James 3, Caerphilly is the most deprived small area in Wales; it was previously ranked 2 in the WIMD 2011. The highest overall concentration of deprivation in the County Borough is located in the Upper Rhymney Valley and the Upper Sirhowy Valley areas, although there are pockets of deprivation in the Mid Valleys Corridor and Southern Connection Corridor as defined in the LDP.
- 1.6 Despite seeing large declines, the manufacturing sector remains the largest employment sector in the county borough. The sector remains overrepresented when compared to Wales and the UK, so increasing the significance of these declines to the Caerphilly economy. The sector is in long-term decline in the UK and

its significance to the Caerphilly economy in terms of employment is likely to gradually decrease over the coming years. The structure of the manufacturing sector in Caerphilly has been changing. Those in decline have been the traditional/basic manufacturing activities, whilst more high-value activities have been growing, particularly small and medium size operations. It should be noted that a significant proportion of jobs are not located on industrial estates, but in for example the retail sector.

- 1.7 Only 70% of working age men (16 to 64) and 59.9% of working age women (16 to 59) are economically active in the county borough (Census 2011). 38.3 % of the economically active population are in full-time work whilst, 13.2% are in part-time work. Notably 5% of the workforce is unemployed (Census 2011). Over 9% of the population of Caerphilly were unemployed in 2012 (higher than the 8.3% figure for Wales). Male unemployment was 9.5% and female unemployment was 8.5%. Unemployment figures for both Caerphilly and Wales were higher than the UK average (7.9%) (NOMIS 2013).
- 1.8 Nearly 80% of the borough is countryside, which forms an important visual and recreational resource for both residents and visitors. Caerphilly has one European designated Special Area of Conservation (SAC), namely Aberbargoed Grasslands. This grassland area is of importance for the Molinea Meadows, and the Marsh Fritillary Butterfly. The borough has 11 nationally important SSSIs, four Local Nature Reserves (LNR), and 190 Sites of Importance for Nature Conservation (SINC). Furthermore, six Special Landscape Areas (SLA) have been designated in order to protect those areas considered to be important to the overall landscape, history, culture, biodiversity and geology of the borough, along with four Visually Important Local Landscapes (VILLs), designated to protect the visual and sensory landscape. There are 14 Conservation Areas, 411 listed buildings, 47 scheduled ancient monuments and 4 historic parks and gardens.

2. PLANNING SERVICE

- 2.1 The planning service (i.e. development management and the preparation of the LDP and associated documents) is within the Council's Regeneration and Planning division, within the Communities directorate. The Council has three directorates: Communities, Social Services, and Education which currently falls within the remit of the Chief Executive.
- 2.2 Development management and forward planning are located in the same building, and historically their respective managers reported to the Head of Planning and Regeneration, who was part of the directorate senior management team. In early 2016 the then HoPR left the Council to take up other employment, and since then two existing senior employees have been appointed as interim heads of separate planning and regeneration services, although in recognition of the close links between the two disciplines, they still conduct an integrated management team. It is intended to retain the two services under a single head who should be appointed in later 2017 early 2018. Development management and forward planning are the responsibility of the Interim Head of Planning.
- 2.3 Budget constraints have had a significant impact on the planning service in the past few years, the main response being the reduction in staff numbers with leavers not being replaced, and senior posts being replaced by junior ones on a lower salary. At present there are eleven professional members of staff in the development management team, three of whom are enforcement officers. There are eight officers in the forward planning team including the team leader. They are supported by the divisions' administration team. The Interim Head of Planning is also responsible for the Building Control service which consists of four officers, Land Charges (two officers), and the Local Land and Property Gazetteer (three officers).
- 2.4 The budget of the development management team over the past five years has been as follows:

	Budget
2016/17	£835,047
2015/16	£867,911
2014/15	£1,028,639
2013/14	£1,052,923
2012/13	£932,439

The budget of the forward planning team over the past four years has been as follows:

	Budget
2016/17	£451,961
2015/16	£480,815
2014/15	£468,577
2013/14	£548,789
2012/13	£514,530

- 2.5 The income of the development management team over the past four years has been as follows:

	Income
2016/17	£475,826
2015/16	£598,236
2014/15	£457,297
2013/14	£455,681
2012/13	£527,459

The first two years are based on planning application fees alone, but the last three include fees received for pre-application advice. The steep increase in 2015/16 reflected the submission of a number of applications for major residential and industrial developments. A similar trend may occur in 2017/18. This income is retained by the service. The income of the forward planning team over the past four years has been as follows:

	Income	Community Infrastructure Levy (CIL)
2016/17	£24,049 (£13,472 CIL)	£268,003
2015/16	£5,017	£39,673
2014/15	£4,059	
2013/14	£4,928	
2012/13	£6,723	

As of 2015/16, CIL will show up as part of the forward planning team's income, but in due course this will be redistributed to the Council's various services to fund infrastructure.

- 2.6 The constraints imposed by the need to find budget savings has had an impact on the efficiency of the development management service, and measures have been introduced, and further ones are being considered to overcome that problem. As set out below, this LPA has always had a good record of dealing with householder applications, but over the past two years it has turned its attention to improving its performance in dealing with other applications. Weekly meetings are now held with internal consultees to allow issues to be identified and discussed at an early stage, quick wins identified, and targets for determination (including committee dates) identified. The next step is to improve target monitoring i.e. that applications are reported to the identified committee, and that householder applications are determined at consultation expiry, not at the end of the statutory eight week period.
- 2.7 The local planning authority has always provided a pre-application advice, but it introduced charges in April 2014, which were partially superseded by the statutory charges introduced in 2016. There were 172 such queries in the financial year 2015/16.
- 2.8 Dealing with information submitted in respect of conditions on planning permissions has always formed a significant part of the workload, but the introduction of the statutory fees for the service, and the potential for the return of fees means that the local planning authority has to ensure that the appropriate resources are dedicated to this work.

3.0 OUR LOCAL STORY

3.1 Development management

Year	Applications received	Applications determined
2016/17	963	937
2015/16	1163	1034
2014/15	1187	995

The workload has declined over the last year but much depends on the economy and the confidence of developers and the public. The majority of applications received are for householder development, but major applications have been received in the renewable energy, industrial and residential sectors. The LPA's five year housing land supply has been down to 2.1 years over this APR period, and applications for residential development are being received on sites that are not allocated in the LDP such as at Gwern y Domen in Caerphilly. Also, housing on unallocated sites is being allowed on appeal such as at Woodfieldside in Blackwood.

3.2 The enforcement arm of the team has seen a reduction in the number of staff over the past five years, from a maximum of six to the current three posts. A review of procedures carried out over the past year has re-balanced the priority given to complaint, taking account of the interests of any complainant, and material planning considerations.

3.4 During 2016/17, 11 enforcement notices, 1 section 215 notices, 9 planning contravention notices, and 1 requisition for information were served. The ethos of the service has always been to try to find acceptable solutions where a contravention has taken place, often through the submission of a planning application. That takes time and may require reconsideration as part of the review.

3.5 A significant input into the development management service is provided by other officers of the Council, including ecologists, environmental health officers, highway engineers, and drainage engineers. There are similar pressures on them with their respective teams reducing in size, but still having to provide the same level of service.

3.6 Strategic Planning

It is a statutory requirement that the Council submits an Annual Monitoring Report (AMR) for the Caerphilly County Borough Local Development Plan up to 2021 to the Welsh Government by the 31st October each year. The AMR monitors whether or not the Adopted LDP is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP Strategy, or any Strategy Policies, are not being implemented, and if they are not, to identify steps to rectify this.

3.7 During this review period, i.e. 2016/17, the Council prepared the sixth AMR to be prepared for the Adopted LDP. This monitors the period from 1st April 2016 to 31st March 2017. The 2017 AMR is currently being taken through the committee reporting process in readiness for submission to WG. A copy of the 2017 AMR is attached.

4. WHAT SERVICE USERS THINK

4.1 In 2016-17 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year.

The survey was sent to 382 people, 12% of whom submitted a whole or partial response. The majority of responses (57%) were from members of the public. 7% of respondents had their most recent planning application refused.

We asked respondents whether they agreed or disagreed with a series of statements about the planning service. They were given the following answer options:

- Strongly agree;
- Tend to agree;
- Neither agree nor disagree;
- Tend to disagree; and
- Strongly disagree.

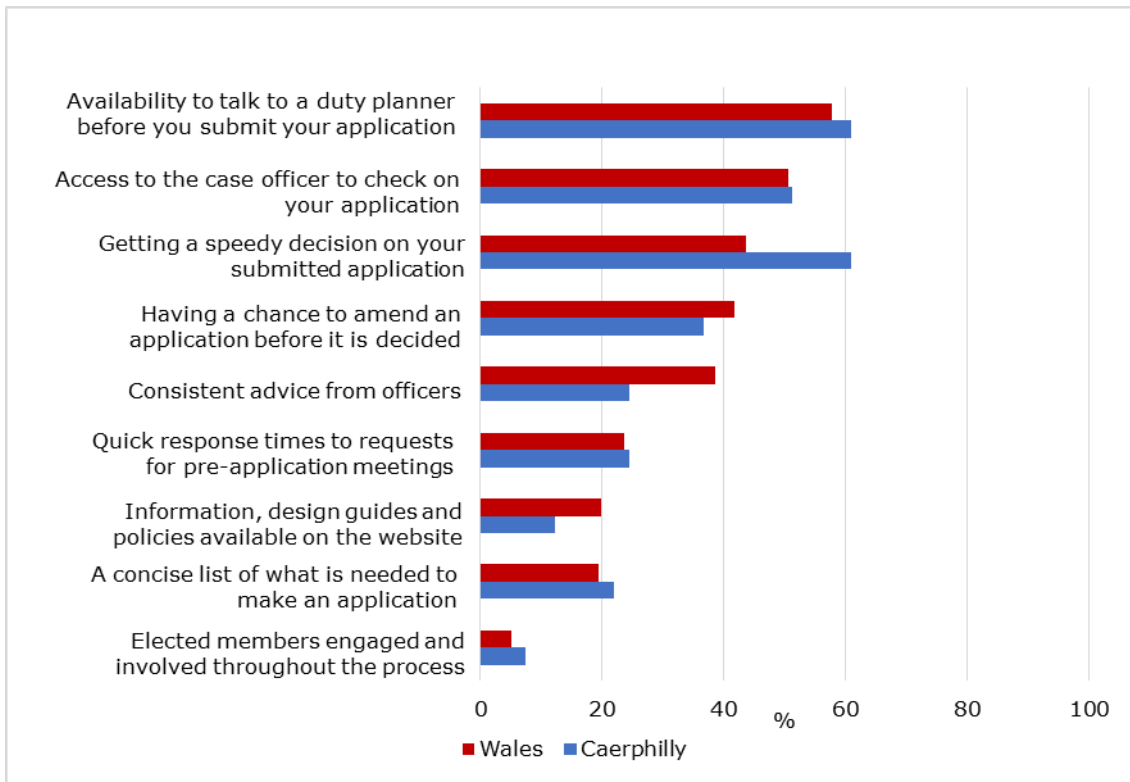
Table 1 shows the percentage of respondents that selected either 'tend to agree' or 'strongly agree' for each statement for both our planning authority and Wales. Last year's figures are shown in brackets.

Table 1: Percentage of respondents who agreed with each statement, 2016-17

Percentage of respondents who agreed that:	%	
	Caerphilly LPA	Wales
The LPA enforces its planning rules fairly and consistently	63 (41)	52 (47)
The LPA gave good advice to help them make a successful application	61 (48)	62 (58)
The LPA gives help throughout, including with conditions	54 (45)	52 (49)
The LPA responded promptly when they had questions	49 (49)	61 (58)
They were listened to about their application	56 (56)	59 (57)
They were kept informed about their application	49 (35)	51 (49)
They were satisfied overall with how the LPA handled their application	55 (53)	61 (61)

4.2 We also asked respondents to select three planning service characteristics from a list that they thought would most help them achieve successful developments. Figure 1 shows the percentage of respondents that chose each characteristic as one of their three selections.

Figure 1: Characteristics of a good planning service, Caerphilly LPA, 2016-17



4.3 Comments received include:

- “Online portal for submitting applications however the planning team insisted on communicating by letter which is slow and costly. Suggest email or through online messages in the portal.”
- “I have not experienced any problems.”
- “Many thanks for your support and guidance.”

5. OUR PERFORMANCE 2016-17

5.1 This section details our performance in 2016-17. It considers both the Planning Performance Framework indicators and other available data to help paint a comprehensive picture of performance. Where appropriate we make comparisons between our performance and the all Wales picture.

Performance is analysed across the five key aspects of planning service delivery as set out in the Planning Performance Framework:

- Plan making;
- Efficiency;
- Quality;
- Engagement; and
- Enforcement.

5.2 Plan making

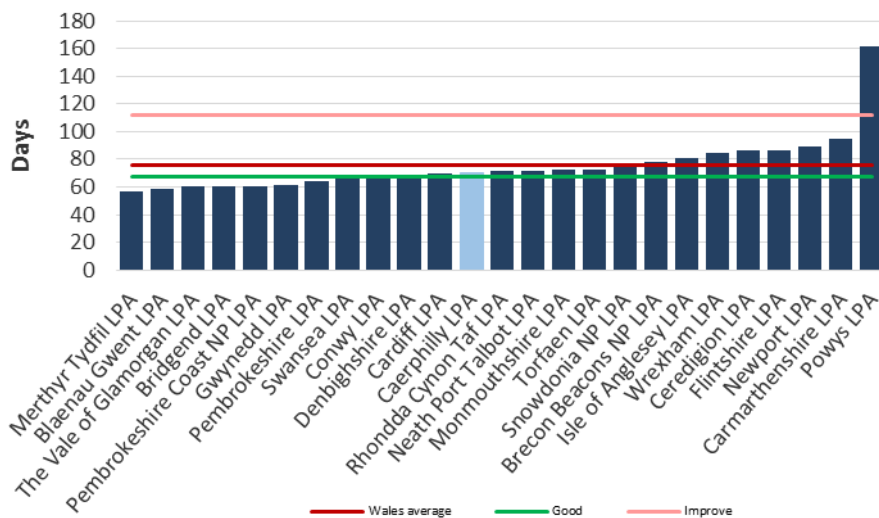
As at 31 March 2017, we were one of 22 LPAs that had a current development plan in place. We are required to submit an Annual Monitoring Report in October 2017. This document has been prepared.

During the APR period we had 2.1 years of housing land supply identified, making us one of 19 Welsh LPAs without the required 5 years supply.

5.3 Efficiency

In 2016-17 we determined 937 planning applications, each taking, on average, 71 days (10 weeks) to determine. This compares to an average of 76 days (11 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year.

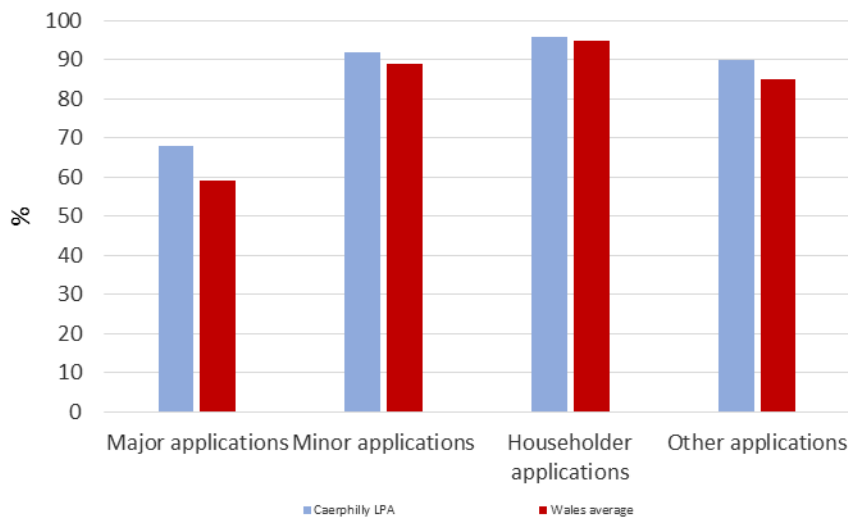
Figure 2: Average time taken (days) to determine applications, 2016-17



The previous year we took an average of 105 days (15 weeks) to determine an application.

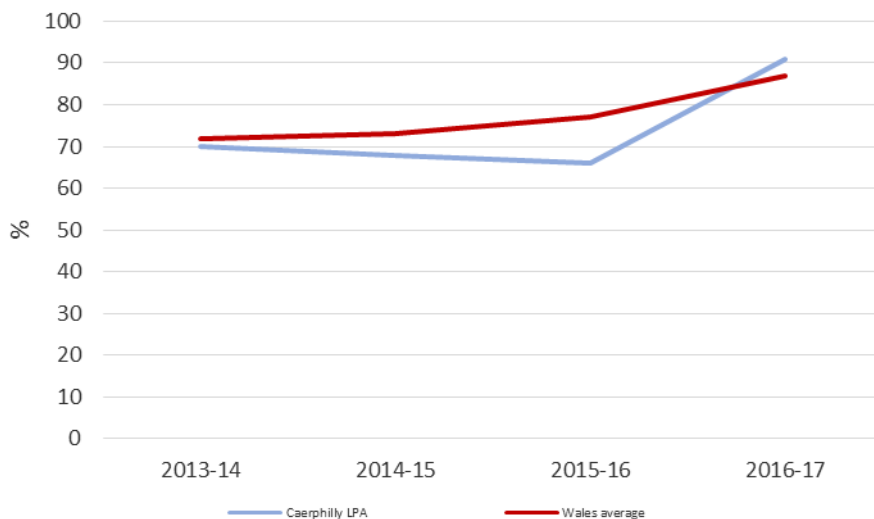
- 5.4 91% of all planning applications were determined within the required timescales. This compared to 87% across Wales and we were one of 20 LPAs that had reached the 80% target. Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 96% of householder applications within the required timescales.

Figure 3: Percentage of planning applications determined within the required timescales, by type, 2016-17



- 5.5 Between 2015-16 and 2016-17, as Figure 4 shows, the percentage of planning applications we determined within the required timescales increased from 66% to 91%. Wales also saw an increase this year.

Figure 4: Percentage of planning applications determined within the required timescales



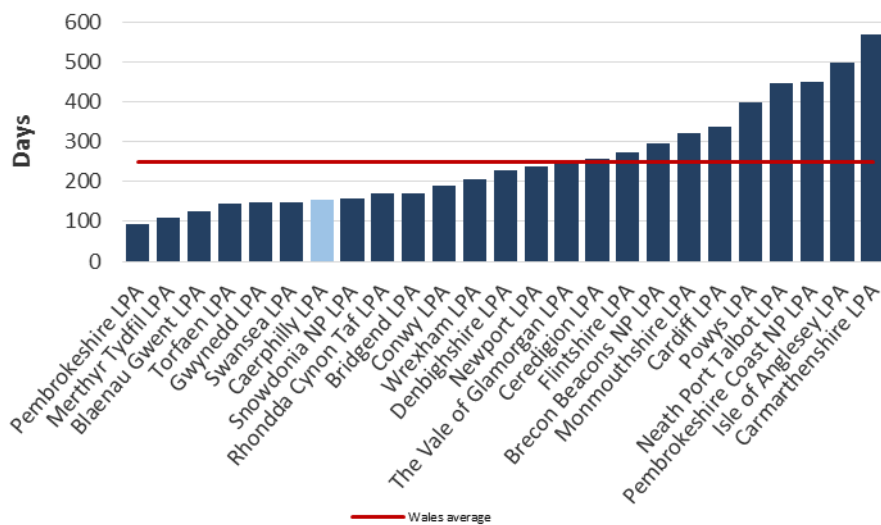
Over the same period:

- The number of applications we received decreased by 200; and
- The number of applications we determined decreased by 97

5.6 Major applications

We determined 22 major planning applications in 2016-17, none of which were subject to an EIA. Each application took, on average, 155 days (22 weeks) to determine. As Figure 5 shows, this was shorter than the Wales average of 250 days (36 weeks).

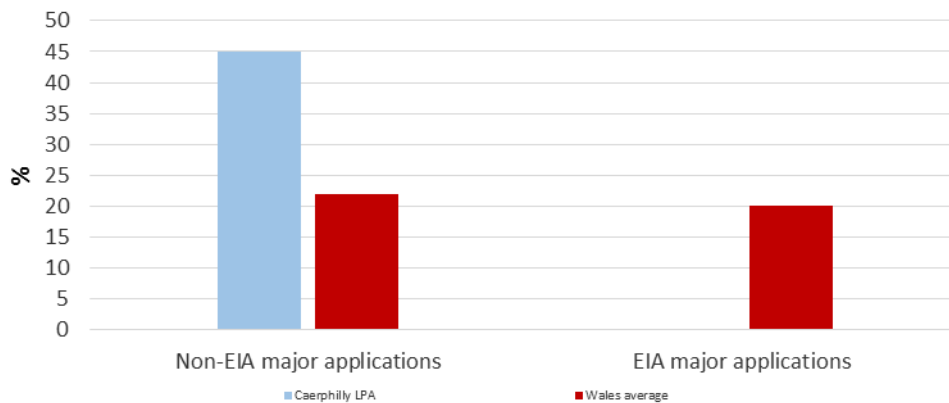
Figure 5: Average time (days) taken to determine a major application, 2016-17



68% of these major applications were determined within the agreed timescales, compared to 59% across Wales.

5.7 Figure 6 below shows the percentage of major applications determined within the required timescales by the type of major application. 45% of our 'standard' major applications i.e. those not requiring an EIA, were determined within the statutory 8 week deadline.

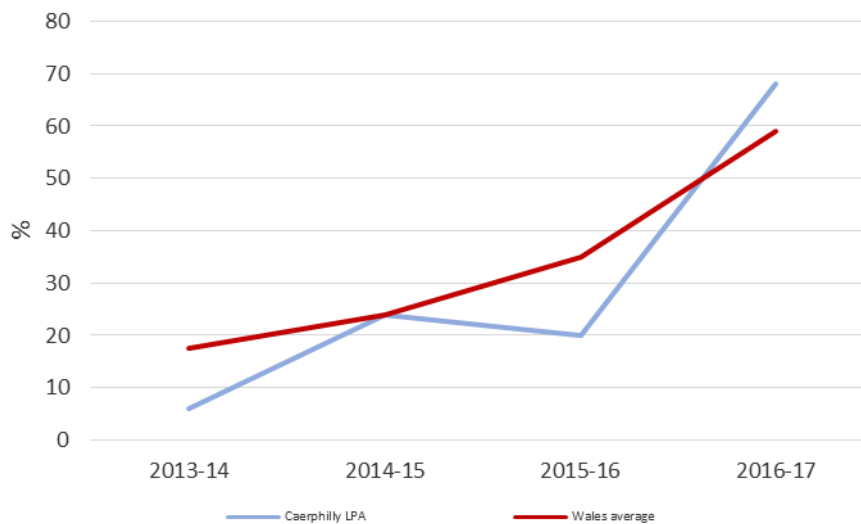
Figure 6: Percentage of Major applications determined within the statutory timescales during the year, by type, 2016-17



Since 2015-16 the percentage of major applications determined within the required timescales has increased from 20%. In contrast, the number of major applications determined decreased as had the number of applications subject to an EIA determined during the year.

5.8 Figure 7 shows the trend in the percentage of major planning applications determined within the required timescales in recent years and how this compares to Wales.

Figure 7: Percentage of major planning applications determined within the required timescales



Over the same period:

- The percentage of minor applications determined within the required timescales increased from 77% to 92%;
- The percentage of householder applications determined within the required timescales increased from 88% to 96%; and

- The percentage of other applications determined within required timescales increased from 54% to 90%.

5.9 **ACTIONS**

- Continue to drive through improvements to performance by
 - Carrying on with our weekly meetings with case officers and internal consultees to identify key issues, quick wins, and targets for reporting applications to Planning Committee
 - Improving the targeting of applications to Planning Committee to ensure applications do not ‘slip through the net’, and are unnecessarily delayed to a later committee

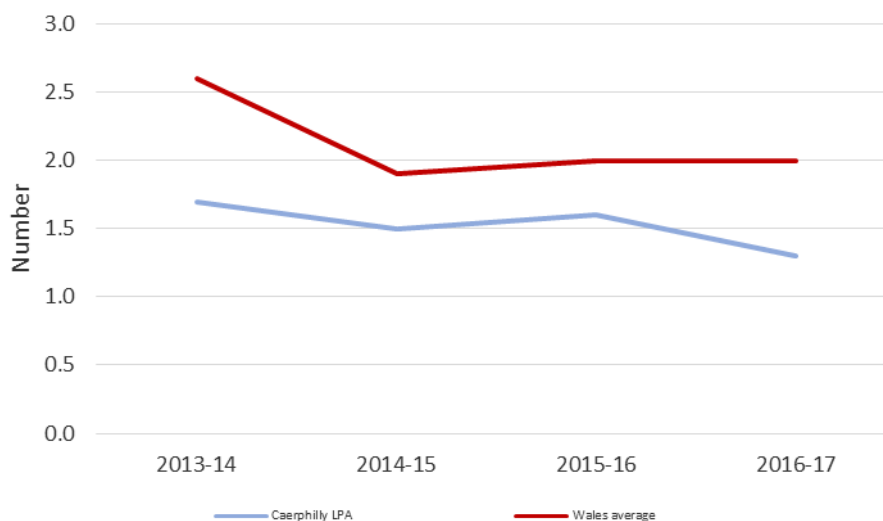
5.10 **Quality**

In 2016-17, our Planning Committee made 69 planning application decisions during the year, which equated to 7% of all planning applications determined. Across Wales 6% of all planning application decisions were made by planning committee.

10% of these member-made decisions went against officer advice. This compared to 11% of member-made decisions across Wales. This equated to 0.7% of all planning application decisions going against officer advice; 0.7% across Wales.

- 5.11 In 2016-17 we received 13 appeals against our planning decisions, which equated to 1.3 appeals for every 100 applications received. Across Wales 2 appeals were received for every 100 applications. Figure 8 shows how the volume of appeals received has changed since 2015-16 and how this compares to Wales.

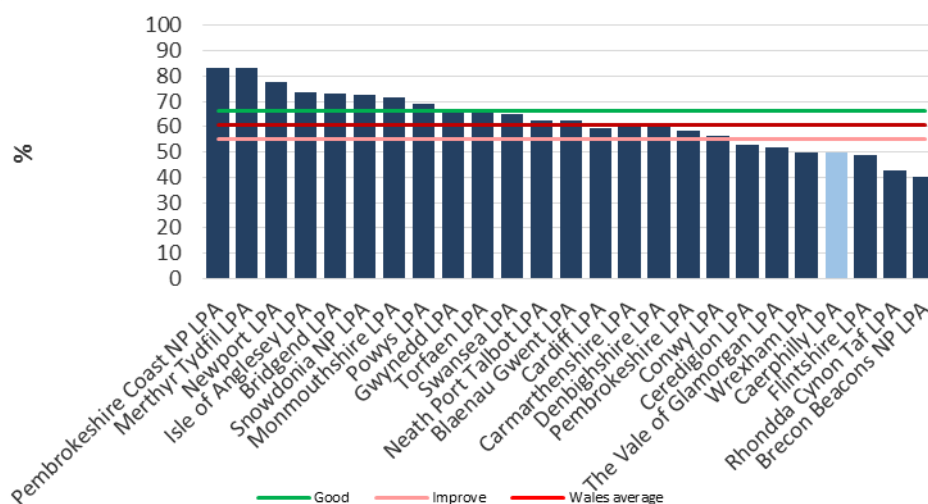
Figure 8: Number of appeals received per 100 planning applications



In 2016-17 we approved 88% of planning applications. This compares to 91% across Wales.

5.12 Of the 14 appeals that were decided during the year, 50% were dismissed. As Figure 9 shows, this was lower than the percentage of appeals dismissed across Wales as a whole and was below the 55% threshold.

Figure 9: Percentage of appeals dismissed, 2016-17



During 2016-17 we had 1 application for costs at a section 78 appeal upheld, making us one of the 11 LPAs to have at least one such application upheld in the year.

5.13 **ACTIONS**

Appeal decisions are not a wholly reliable measure of quality when the numbers are so low. Quite simply, if a couple of decision had gone in favour of the LPA, the success rate would have been well over 60%. There are no actions evident at present, apart from monitoring the various indicators over a longer term where larger, aggregate numbers may give a better idea of any good or bad trends.

5.14 **Engagement**

We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 20 LPAs that had an online register of planning applications.

As Table 2 below shows, 61% of respondents to our 2016-17 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application. Last year's figures are shown in brackets.

Table 2: Feedback from our 2016-17 customer satisfaction survey

Percentage of respondents who agreed that:	%	
	Caerphilly LPA	Wales
The LPA gave good advice to help them make a successful application	61 (48)	62 (58)
They were listened to about their application	56 (50)	59 (57)

5.15 **ACTIONS**

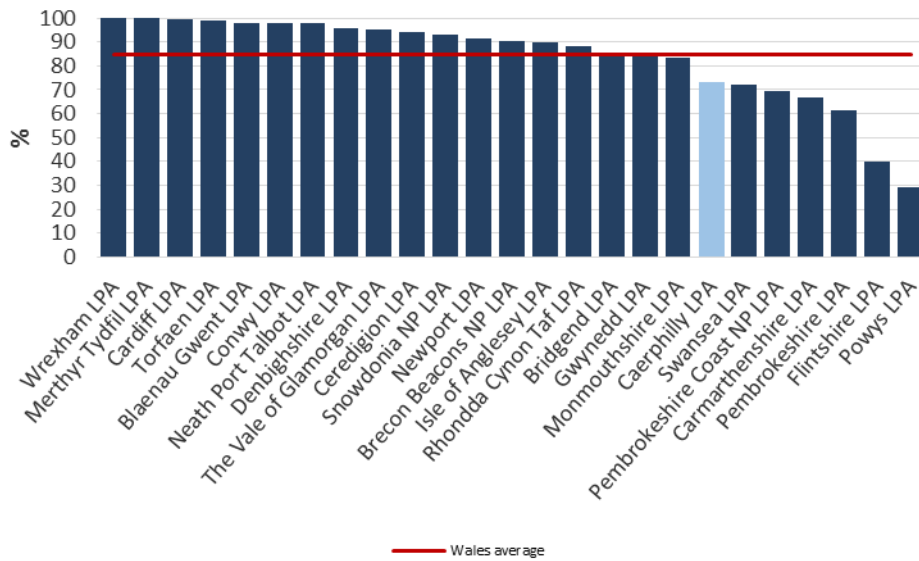
- Arrange stakeholder forums with local applicants and agents to discuss the results in Tables 1 and 2 above
- Participate in regional forum with national developers and agents to discuss the results in Tables 1 and 2 above
- Where possible introduce changes in response to those discussions

5.16 **Enforcement**

In 2016-17 we investigated 223 enforcement cases, which equated to 1.2 per 1,000 population. This was the fifth lowest rate in Wales. We took, on average, 184 days to investigate each enforcement case.

We investigated 73% of these enforcement cases within 84 days, compared to 95% the previous year. Across Wales 85% were investigated within 84 days. Figure 10 below shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPAs.

Figure 10: Percentage of enforcement cases investigated within 84 days, 2016-

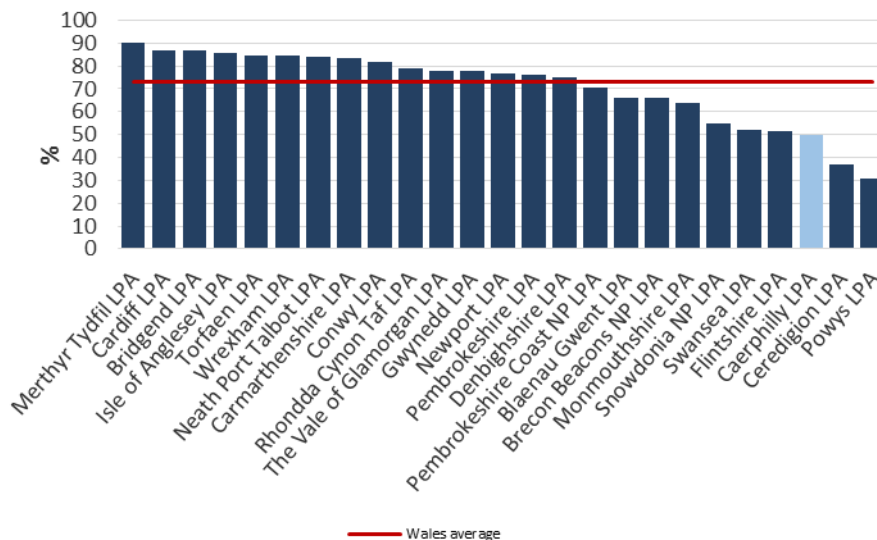


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5.17 Over the same period, we resolved 379 enforcement cases (compared to 237 the previous year), taking, on average, 323 days to resolve each case (compared to 239 the previous year).

50% of this enforcement action was taken within 180 days from the start of the case. As Figure 11 shows this was the third lowest percentage in Wales.

Figure 11: Percentage of enforcement cases resolved in 180 days, 2016-17



5.18 **ACTIONS**

The apparent decline in the performance can be explained by the team's emphasis this year on clearing a backlog of work, with over 140 extra cases being cleared compared to the previous year. Once that backlog is cleared, performance will improve.

6.0 **Conclusion**

- 6.1 Measures put in place over the last few years have secured improvements in the team's performance and resulted in a better than average performance in many areas of their work. That has improved the perception of the LPA amongst applicants and their agents, the team will continue to drive through efficiency measures.
- 6.2 There has been a dip in the enforcement performance, but once the backlog has been cleared, this will improve.

ANNEX A - PERFORMANCE FRAMEWORK

OVERVIEW

MEASURE	GOOD	FAIR	IMPROVE	WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
Plan making						
Is there a current Development Plan in place that is within the plan period?	Yes		No	Yes	Yes	Yes
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+	58	N/A	N/A
Annual Monitoring Reports produced following LDP adoption	Yes		No	Yes	Yes	Yes
The local planning authority's current housing land supply in years	>5		<5	2.9	1.5	2.1
Efficiency						
Percentage of "major" applications determined within time periods required	Not set	Not set	Not set	59	20	68
Average time taken to determine "major" applications in days	Not set	Not set	Not set	250	170	155

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MEASURE	GOOD	FAIR	IMPROVE
Percentage of all applications determined within time periods required	>80	60.1-79.9	<60
Average time taken to determine all applications in days	<67	67-111	112+
Quality			
Percentage of Member made decisions against officer advice	<5	5.1-8.9	9+
Percentage of appeals dismissed	>66	55.1-65.9	<55
Applications for costs at Section 78 appeal upheld in the reporting period	0	1	2+
Engagement			
Does the local planning authority allow members of the public to address the Planning Committee?	Yes		No
Does the local planning authority have an officer on duty to provide advice to members of the public?	Yes		No

WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
87	66	91
76	105	71
11	8	10
61	47	50
0	1	1
Yes	Yes	Yes
Yes	Yes	Yes

MEASURE	GOOD	FAIR	IMPROVE
Does the local planning authority's web site have an online register of planning applications, which members of the public can access, track their progress (and view their content)?	Yes	Partial	No
Enforcement			
Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	Not set	Not set	Not set
Average time taken to investigate enforcement cases	Not set	Not set	Not set
Percentage of enforcement cases where enforcement action is taken or a retrospective application received within 180 days from the start of the case (in those cases where it was expedient to enforce)?	Not set	Not set	Not set
Average time taken to take enforcement action	Not set	Not set	Not set

WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
Yes	Yes	Yes
85	95	73
74	43	184
73	64	50
201	239	323

SECTION 1 – PLAN MAKING

Indicator	01. Is there a current Development Plan in place that is within the plan period?	
“Good”	“Fair”	“Improvement needed”
A development plan (LDP or UDP) is in place and within the plan period	N/A	No development plan is in place (including where the plan has expired)

Authority’s performance	Yes
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Indicator	02. LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	
“Good”	“Fair”	“Improvement needed”
The LDP is being progressed within 12 months of the dates specified in the original Delivery Agreement	The LDP is being progressed within between 12 and 18 months of the dates specified in the original Delivery Agreement	The LDP is being progressed more than 18 months later than the dates specified in the original Delivery Agreement

Authority’s performance	N/A
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Indicator	03. Annual Monitoring Reports produced following LDP adoption	
“Good”		“Improvement needed”
An AMR is due, and has been prepared		An AMR is due, and has not been prepared

Authority’s performance	Yes
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Indicator	04. The local planning authority's current housing land supply in years	
“Good”		“Improvement needed”
The authority has a housing land supply of more than 5 years		The authority has a housing land supply of less than 5 years

Authority’s performance	1.5
The local planning authority commenced a review of its LDP in 2013 but withdrew it following significant public objection, and the need to reconsider its approach on the basis of the emerging City Region and potential strategic development plan.	

SECTION 2 - EFFICIENCY

Indicator	05. Percentage of "major" applications determined within time periods required	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	68
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Indicator	06. Average time taken to determine "major" applications in days	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	155
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Indicator	07. Percentage of all applications determined within time periods required	
"Good"	"Fair"	"Improvement needed"
More than 80% of applications are determined within the statutory time period	Between 60% and 80% of applications are determined within the statutory time period	Less than 60% of applications are determined within the statutory time period

Authority's performance	91
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Indicator	08. Average time taken to determine all applications in days	
"Good"	"Fair"	"Improvement needed"
Less than 67 days	Between 67 and 111 days	112 days or more

Authority's performance	71
The development management team will continue to seek efficiency measures to improve this aspect of their performance.	

SECTION 3 - QUALITY

Indicator	09. Percentage of Member made decisions against officer advice	
"Good"	"Fair"	"Improvement needed"
Less than 5% of decisions	Between 5% and 9% of decisions	9% or more of decisions

Authority's performance	10
69 applications were reported to the Council Planning Committee, and therefore only some 7 applications were determined against officer recommendation. On the basis of this actual number, no changes in work practice are needed.	

Indicator	10. Percentage of appeals dismissed	
"Good"	"Fair"	"Improvement needed"
More than 66% (two thirds) of planning decisions are successfully defended at appeal	Between 55% and 66% of planning decisions are successfully defended at appeal	Less than 55% of planning decisions are successfully defended at appeal

Authority's performance	50
This indicator has to be monitored, but when the numbers of appeals are so low, it is difficult to draw any conclusions from the results.	

Indicator	11. Applications for costs at Section 78 appeal upheld in the reporting period	
"Good"	"Fair"	"Improvement needed"
The authority has not had costs awarded against it at appeal	The authority has had costs awarded against it in one appeal case	The authority has had costs awarded against it in two or more appeal cases

Authority's performance	1
Any reward of costs against the LPA is regrettable, and the LPA always seeks to avoid making itself vulnerable to such a decision.	

SECTION 4 – ENGAGEMENT

Indicator	12. Does the local planning authority allow members of the public to address the Planning Committee?	
“Good”		“Improvement needed”
Members of the public are able to address the Planning Committee		Members of the public are not able to address the Planning Committee

Authority’s performance	Yes
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Indicator	13. Does the local planning authority have an officer on duty to provide advice to members of the public?	
“Good”		“Improvement needed”
Members of the public can seek advice from a duty planning officer		There is no duty planning officer available

Authority’s performance	Yes
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Indicator	14. Does the local planning authority’s web site have an online register of planning applications, which members of the public can access track their progress (and view their content)?	
“Good”	“Fair”	“Improvement needed”
All documents are available online	Only the planning application details are available online, and access to other documents must be sought directly	No planning application information is published online

Authority’s performance	Yes
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SECTION 5 – ENFORCEMENT

Indicator	15. Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	
“Good”	“Fair”	“Improvement needed”
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority’s performance	73
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Indicator	16. Average time taken to investigate enforcement cases	
“Good”	“Fair”	“Improvement needed”
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	184
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Indicator	17. Percentage of enforcement cases where enforcement action is taken or a retrospective application received within 180 days from the start of the case (in those cases where it was expedient to enforce)	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	50
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Indicator	18. Average time taken to take enforcement action	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	323
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SECTION 6 – SUSTAINABLE DEVELOPMENT INDICATORS

The purpose of the Sustainable Development Indicators is to measure the contribution the planning system makes to sustainable development in Wales.

The Sustainable Development Indicators will be used to measure the progress against national planning sustainability objectives, set out in Planning Policy Wales, and can be used to demonstrate to our stakeholders the role and scope of the planning system in delivering wider objectives. The information will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.

Indicator	SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year.
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Granted (square metres)	
Authority's data	4,221

Refused (square metres)	
Authority's data	0

Indicator	SD2. Planning permission granted for renewable and low carbon energy development during the year.
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Granted permission (number of applications)	
Authority's data	4

Granted permission (MW energy generation)	
Authority's data	2

Indicator	SD3. The number of dwellings granted planning permission during the year.
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Market housing (number of units)	
Authority's data	141

Affordable housing (number of units)	
Authority's data	46

Indicator	SD4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the year.
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Number of residential units (and also hectares of non-residential units) that DID NOT meet all TAN 15 tests which were GRANTED permission	
Authority's data	0

Number of residential units (and also hectares of non-residential units) that did not meet all TAN 15 tests which were REFUSED permission on flood risk grounds	
Authority's data	3

Number of residential units (and also hectares of non-residential units) that MET all TAN 15 tests which were GRANTED permission	
Authority's data	0

Indicator	SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year.
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Previously developed land (hectares)	
Authority's data	8

Greenfield land (hectares)	
Authority's data	12

Indicator	SD6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter.
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Open space lost (hectares)	
Authority's data	2

Open space gained (hectares)	
Authority's data	0

Indicator	SD7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure.
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Gained via Section 106 agreements (£)	
Authority's data	242,666

Gained via Community Infrastructure Levy (£)	
Authority's data	565135

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