

# Pecyn Dogfennau Cyhoeddus

Penallta House,  
Tredomen Park,  
Ystrad Mynach,  
Hengoed CF82 7PG

Ty Penallta,  
Parc Tredomen,  
Ystrad Mynach,  
Hengoed CF82 7PG



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

**Dyddiad: Dydd Mercher, 20 Mehefin 2018**

Annwyl Syr/Fadam,

Bydd cyfarfod **Pwyllgor Craffu Adfywio a'r Amgylchedd** yn cael ei gynnal yn **Ystafell Sirhywi, Tŷ Penallta, Tredomen, Ystrad Mynach** am **Dydd Mawrth, 26ain Mehefin, 2018** ar **5.30 pm** i ystyried materion a gynhwysir yn yr agenda canlynol. Gall cynghorwyr a'r cyhoedd sy'n dymuno siarad am unrhyw eitem wneud hynny drwy wneud cais i'r Cadeirydd. Mae croeso i chi hefyd ddefnyddio'r Gymraeg yn y cyfarfod. Mae'r ddau gais hyn yn gofyn am gyfnod rhybudd o 3 diwrnod gwaith, a bydd cyfieithu ar y pryd yn cael ei ddarparu os gofynnir amdano.

Mae pob cyfarfod Pwyllgor yn agored i'r Wasg a'r Cyhoedd. Gofynnir i arsylwyr a chyfranogwyr ymddwyn gyda pharch ac ystyriaeth at eraill. Sylwer y bydd methu â gwneud hynny yn golygu y gofynnir i chi adael y cyfarfodydd ac efallai y cewch eich hebrwng o'r safle.

Yr eiddoch yn gywir,

**Christina Harrhy**  
YR EIDDOCH YN GYWIR

## AGENDA

Tudalennau

- 1 I dderbyn ymddiheuriadau am absenoldeb.

A greener place Man gwyrddach

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



2 Datganiadau o Ddiddordeb.

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

I gymeradwyo a llofnodi'r cofnodion canlynol:-

- 3 Pwyllgor Craffu Adfywio a'r Amgylchedd a gynhaliwyd ar 15fed Mai 2018. 1 - 6
- 4 Ystyried unrhyw fater a gyfeiriwyd at y Pwyllgor hwn yn unol â'r drefn galw i mewn.
- 5 I dderbyn adroddiad llafar gan yr Aelod(au) Cabinet.
- 6 Rhaglen Waith y Dyfodol Pwyllgor Craffu Adfywio a'r Amgylchedd. 7 - 20
- 7 I dderbyn ac ystyried yr adroddiadau\* Cabinet canlynol:-
1. Prosiectau Adfywio yn y Dyfodol - Trefniadau Llywodraethu Prosiectau Newydd - 30ain Mai 2018;
  2. Llwyfandir Un Parc Busnes Oakdale-Gwerthiant Posibl o dir sy'n berchen i'r Cyngor I Lywodraeth Cymru - (EITEM EITHRIEDIG) - 30ain Mai 2018;
  3. Penodi Dadansoddwyr Cyhoeddus ac Amaethyddol -13eg Mehefin 2018;
  4. Rhisga - Cytundeb Adran 106 Datblygiad Tesco: Ymrwymiad Cyllid - 13eg Mehefin 2018.

*\*Os oes aelod o'r Pwyllgor Craffu yn dymuno i yr adroddiad Cabinet uchod i gael eu dwyn ymlaen ar gyfer adolygiad yn y cyfarfod, cysylltwch â Rebecca Barrett, 01443 864245, erbyn 10.00 a.m. ar ddydd Llun, 25ain Mai 2018.*

I dderbyn ac ystyried yr adroddiadau Craffu canlynol:-

- 8 Cytundeb Dinesig Prifddinas-Ranbarth Caerdydd - Cyd-bwyllgor Trosolwg a Chraffu. 21 - 36
- 9 Strategaeth Ddrafft Chwaraeon a Hamdden Egniol 2019-29. 37 - 96
- 10 Dad-droseddu Parcio - Adroddiad Cam 2. 97 - 106

**Cylchrediad:**

Cynghorwyr J. Bevan, D.T. Davies (Cadeirydd), C. Elsbury, Mrs C. Forehead (Is Gadeirydd), 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 a B. Zaplatynski

A Swyddogion Priodol



## REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON  
TUESDAY, 15TH MAY 2018 AT 5.30 P.M.

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PRESENT:

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

Councillors:

J. Bevan, C. Elsbury, R.W. Gough, A. Hussey, S. Kent, J. Scriven, G. Simmonds, A. Whitcombe, T.J. Williams, W. 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:

M.S. Williams (Interim Corporate Director of Communities), M. Lloyd (Head of Infrastructure), T. Llewelyn (Senior Assistant Engineer), D. Whetter (Interim Head of Regeneration), C. Evans (Interim Scrutiny Officer), L. Lane (Interim Monitoring Officer) and R. Barrett (Committee Services Officer)

### 1. ANNOUNCEMENTS

The Chair welcomed Members to the first Scrutiny Committee meeting of the new financial year and referred to the challenges that lay ahead.

The Scrutiny Committee were advised that Mr Dave Whetter was due to retire at the end of the month. Members placed on record their thanks to Mr Whetter for his many years of service, and in particular his commitment in carrying out the role of Interim Head of Regeneration, and wished him well in his retirement.

Mr Marcus Lloyd was also congratulated on his recent appointment to the post of Head of Infrastructure.

### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A.G. Higgs, Ms P. Leonard and J. Ridgewell.

### **3. DECLARATIONS OF INTEREST**

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

### **4. MINUTES - 27TH MARCH 2018**

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 27th March 2018 (minute nos. 1 - 11) be approved as a correct record and signed by the Chair.

### **5. CALL-IN PROCEDURE**

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

### **6. REPORT OF THE CABINET MEMBERS**

The Scrutiny Committee noted the contents of the reports from Councillors, Mrs E. Stenner, S. Morgan and N. George which provided an update on their respective portfolios, and had been circulated to Members in advance of the meeting.

The report from Councillor Mrs E. Stenner (Cabinet Member for Environment and Public Protection) updated Members on developments across Public Protection, which was newly returned to the remit of the Regeneration and Environment Scrutiny Committee. The update included the outcome of a recent visit by the Deputy Registrar to the Council's Register Office, recent action taken by the Environmental Health Team, and Catering's pilot trial of the cashless system in 4 primary schools.

Members were also updated regarding developments across Planning, including progress in respect of the Strategic Development Plan, and the latest on the proposal to dis-allow paragraph 6.2 of TAN 1. In response to a query, The Cabinet Member explained that this is good news for the Authority because it indicates that Welsh Government are acknowledging the planning issues faced by local authorities in respect of the requirement for a 5-year housing land supply. In addition, Councillor Stenner congratulated Rhian Kyte on her appointment as Head of Regeneration and Planning and thanked Tim Stephens for managing the Planning Service on an interim basis.

The report from Councillor S. Morgan (Deputy Leader and Cabinet Member for Economy, Infrastructure and Sustainability) congratulated Rhian Kyte on her appointment to Head of Regeneration and Planning and Marcus Lloyd to his appointment as Head of Infrastructure. Councillor Morgan also placed on record his thanks to Dave Whetter for carrying out the role of Interim Head of Regeneration. The report provided an update on developments across the proposed Regeneration Project Board, Local Tourism, the Engineering Projects Group, Highway Operations Group, and Transportation Engineering Group.

A Member referred to the establishment of the Regeneration Project Board (which will be tasked to identify the Council's priority strategic regeneration projects and oversee their progress and delivery via externally sourced funding) and expressed a need for this to include Councillor representatives from the northern end of the county borough. It was confirmed that the Cabinet Member would arrange to discuss this further with the Member following the meeting.

The report from Councillor N. George (Cabinet Member for Neighbourhood Services)

advised Members of the forthcoming relocation of Parks and Bereavement Services to Bargoed, and provided an update on the Scrutiny Street Scene and Waste Review Working Groups. The Cabinet Member referred to the achievements by Caerphilly athletes in the recent Commonwealth Games and congratulated Hendredenny Park Primary on winning the Sport Caerphilly football World Cup event. He also reminded Members of the annual Caerphilly 10K race taking place on Sunday 20th May 2018, with almost 2500 entries expected this year for the main race and 800 entries for the 2K race.

The Cabinet Members were thanked for their reports.

## **7. DEFERMENT OF REPORT - REVIEW OF TOWN CENTRE MANAGEMENT MODEL**

In view of a number of matters requiring clarification, it was unanimously agreed that consideration of Agenda Item No. 8 (Review of Town Centre Management Model) be deferred to a future meeting of the Scrutiny Committee.

## **8. REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

Charlotte Evans (Interim Scrutiny Officer) presented the report, which outlined details of the Regeneration and Environment Scrutiny Committee Forward Work Programme (FWP) for the period May to July 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.

Members were reminded that a workshop to consider and agree the Committee's forward work programme for the year ahead has been arranged for 24th May 2018 and were encouraged to make every effort to attend.

Clarification was sought on how reports for the FWP are generated and it was explained that this comprises a mix of Officer-led items and Members requests, which are then considered for prioritisation and inclusion by the Scrutiny Committee. A Member referred to his previous request for a report in relation to child poverty and was advised that following consideration at that time, it had been determined that the topic did not fall under the remit of the Regeneration and Environment Scrutiny Committee and that the report request should be made to the Health, Social Care and Wellbeing Scrutiny Committee.

Reference was made to the deferment of the Town Centre Management Model report and it was agreed that this be rescheduled for 26th June 2018. In view of this change, the Scrutiny Committee agreed that the Town Centre Events Programme report scheduled for 26th June 2018 be moved to 30th October 2018.

Subject to the foregoing amendments, it was unanimously agreed that the revised Forward Work Programme be published on the Council's website.

## **9. CABINET REPORTS**

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

## **REPORTS OF OFFICERS**

Consideration was given to the following report.

## 10. FUTURE LIGHTING AND ENERGY SAVINGS PROPOSALS

Marcus Lloyd (Head of Infrastructure) presented the report, which outlined the options available to achieve street lighting energy savings that could contribute to the Medium Term Financial Plan (MTFP) and mitigate energy cost increases and carbon reduction savings. The views and comments of the Scrutiny Committee were sought on the options contained within the report, prior to its presentation to Cabinet.

Members were reminded of the energy efficiency options previously implemented in respect of street lighting, including part-night lighting, dimming measures and retro-fitting of LED bulbs to a number of units. These energy-saving measures have accounted for annual savings in excess of £500k and carbon footprint reductions of 1950 tonnes of CO<sub>2</sub>

The report outlined further energy saving options to meet the requirements for the 2017-22 MTFP, which will in turn provide carbon reduction savings that will contribute to the Authority's carbon reduction commitment. The report also highlighted the discontinuation of the manufacture of low pressure sodium (SOX) lanterns and the implications for the Authority. Officers emphasised that due to continued energy cost increases (with the total cost for 2018/19 yet to be confirmed and the price expected to rise again) and the discontinuation of these lanterns, "do nothing" is not an option that can be considered. Members were reminded that there is no statutory requirement on local authorities to provide public lighting and that although The Highways Act 1980 (Sections 97 & 98) empowers local authorities to light roads, it does not place a duty to do so.

Members were therefore asked to consider four viable proposals as set out in the report: (1) convert all lanterns to LED; (2) following LED conversion extend existing inter-urban route/connecting roads part night lighting; (3) following conversion to LED all lighting to be part night lit except junctions and major town centres; (4) all lighting to be permanently switched off except junctions and major town centres. Each option highlighted the number of units affected, the implementation cost, the CO<sub>2</sub> savings in tonnes, energy savings in kWh, and annual savings.

It was explained that in the views of Officers, a permanent switch off was not an option that Members would probably find acceptable and that the most beneficial approach would be to structure any proposed changes in a phased approach as follows:-

**Phase 1** - progress a wholesale conversion of the street lighting stock to LED lanterns. This would meet the Salix funding requirements to achieve a pay back within 7 years and would be implemented over a time period of approximately 45 months.

**Phase 2** - Extend part night lighting on inter urban routes to include connecting roads in towns and villages. This would take 4 months to implement but if undertaken at the same time as Phase 1, the timeframe of 45 months could still be achieved.

**Phase 3** - part night light the whole of the stock, with the exclusion of junctions, conflict areas and major town centres. Part night lighting would operate between the hours of midnight and 05.30GMT. This would take 22 months to implement fully but if undertaken at the same time as Phase 1, the 45 months implementation would not need to be extended.

Supplementary information which had been circulated to Members in advance (Appendix 2) was also tabled at the meeting. The document outlined the effects of changes in street lighting provision and referred to a 2015 LANTERNS report (Local Authority collaborators National Evaluation of Reduced Night-time Streetlight) which analysed data from 62 authorities with lighting measures similar to those both utilised and proposed by Caerphilly. Additionally, the document also cited findings from Lincolnshire and Surrey police forces regarding part-night lighting and levels of crime. Overall, the document concluded that there does not appear to be any significant increase in either road traffic

collisions or crime as a result of changes in street lighting provision.

It was noted that a wider consultation process will need to be considered before the implementation of any of the listed street lighting proposals are progressed.

In response to Members' queries relating to an option for a Central Management System and dimming options, Officers provided further information in respect of the initial investment required to implement the proposals, the annual savings that would be achieved, and the payback period to achieve these savings. It was explained that these savings would be fully realised across the next 20 years. Members expressed concerns regarding the rationalisation of services and of the potential safety implications that part-night lighting could have for residents, in particular elderly people or those living in remote locations.

Following consideration of the report, it was moved and seconded that the Phase 1 approach be supported and the Phase 3 approach not be supported. By a show of hands, this was unanimously agreed.

Discussion took place regarding the Phase 2 proposal and Members sought clarification on specific locations that could be affected by the proposal to extend part-night lighting on inter-urban routes to include connecting roads in towns and villages. It was acknowledged that all Members would have concerns about how the proposals would impact on their particular ward, and the Chair expressed a need for greater detail to be provided in this regard before the proposal could be considered. Following discussion on whether this proposal could be deferred, it was unanimously agreed that the reservations and concerns of the Scrutiny Committee regarding the implementation of Phase 2 (in view of the need for more detailed information of the potential impact across each ward) be relayed to Cabinet.

It was therefore RECOMMENDED to Cabinet that for the reasons contained therein:-

- (i) the Phase 1 approach to progress a wholesale conversion of the street lighting stock to LED lanterns be implemented;
- (ii) the Phase 2 approach to extend part-night lighting on inter-urban routes to include connecting roads in towns and village not be supported, pending further specifics on the locations that would be affected;
- (iii) the Phase 3 approach to part night light the whole of the stock from midnight to 05.30am, with the exclusion of junctions, conflict areas, and major town centres, not be supported.

The meeting closed at 6.20 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 26th June 2018, they were signed by the Chair.

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CHAIR

Gadewir y dudalen hon yn wag yn fwriadol





## **REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 26TH JUNE 2018**

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

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

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### **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 15th May 2018 and the workshop held on 24th May 2018. The work programme outlines the reports planned for the period June 2018 to June 2019.

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: Charlotte Evans, Interim Scrutiny Officer

Consultees: Catherine Forbes-Thompson, Interim Head of Democratic Services  
Mark S. Williams, Interim Corporate Director of Communities  
Lisa Lane, Interim Monitoring Officer

Appendices:

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

Regeneration & Environment Scrutiny Committee Forward Work Programme  
**APPENDIX 1**

<b>Regeneration &amp; Environment Scrutiny Committee Forward Work Programme Feb 2018 to July 2018</b>			
<b>Meeting Date: 26th June 2018</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
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
Sport and Active Recreation Strategy	To advise the Committee of the proposal to go out to consultation.		Jeff Reynolds Jared Lougher
Cardiff Capital Region City Deal – Joint Overview and Scrutiny Committee	To present the Committee with the proposal to establish a Joint Overview and Scrutiny Committee for the Cardiff Capital Region City Deal.	To consider the proposal to establish a Joint Overview and Scrutiny Committee for the Cardiff Capital Region City Deal.	Catherine Forbes-Thompson

Regeneration & Environment Scrutiny Committee Forward Work Programme  
**APPENDIX 1**

<b>Meeting Date: 18th September 2018 (Performance)</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
WO4: Carbon Management: Reduce our Carbon Footprint			
Year End Performance Report for Communities	To update the committee on the end of year (2017/18) performance of the communities directorate.	To provide the committee with a service by service breakdown of key performance information (spend, performance indicators and customer satisfaction) for Community and Leisure Services, Infrastructure services, Public protection, Regeneration and Planning.	Rob Hartshorn Marcus Lloyd Rhian Kyte
Annual Enforcement Report			

Regeneration & Environment Scrutiny Committee Forward Work Programme  
**APPENDIX 1**

<b>Meeting Date: 30th October 2018</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
Highway Maintenance Plan			
Town Centre Events Programme	To provide Scrutiny Committee with information and seek views.	To provide Scrutiny Committee with information and seek views on a re-profiling of the Town Centre Events Programme	Rhian Kyte
Waste Review			Hayley Jones Ron Hartshorn

<b>Meeting Date: 8th November 2018 (Special)</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
Sport and Active Recreation Strategy			Jeff Reynolds Jared Lougher Rob Hartshorn

Regeneration & Environment Scrutiny Committee Forward Work Programme  
**APPENDIX 1**

<b>Meeting Date: 11th December 2018</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
Street Scene Review (GM, Cleansing, Parks, Cemeteries) (P1)	To consider the Street Scene Review including the outcomes from the Cross Party Working Group.		Mike Headington Hayley Jones Rob Hartshorn
Notice of Motion – Charges for Wheelie Bins			
Tourism Venues			

<b>Meeting Date: 12th February 2019</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>



<b>Meeting Date: 26th March 2019</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>

<b>Meeting Date: 14th May 2019</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>

<b>Meeting Date: 25th June 2019</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>

Regeneration & Environment Scrutiny Committee Forward Work Programme  
**APPENDIX 1**

<b>Date To Be Confirmed</b>			
<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Witnesses</b>
Cardiff Capital Region and Regeneration Initiatives/ Targeted Regeneration Investment Programme (TRIP)	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
Community Centres/ Community Hub Reviews			
Hafod-Yr-Ynys Air Quality Action Plan			Rob Hartshorn Maria Godfrey
Review Of Town Centre Management	To provide Scrutiny Committee with information and seek views.	To provide Scrutiny Committee with information and seek views on a proposed revision of the Council's current Town Centre Management model and	Rhian Kyte

(Key P1,2,3,4 – Priority 1,2,3 or 4)

## Cabinet Forward Work Programme (Scrutiny)

### APPENDIX 2

27TH JUNE 2018	Key Issues	Service Area
Draft Sport and Active Recreation Strategy 2019-29	To Seek Cabinet approval to go out to Consultation.	R. Hartshorn
Provisional Outturn for 2017/18.	The report will provide Cabinet with details of the provisional revenue budget outturn for the 2017/18 financial year prior to the annual audit by the Authority's External Auditors Grant Thornton.	S. Harris

11TH JULY 2018	Key Issues	Service Area
Federation of Schools	<p>To seek cabinet approval to move to formal consultation, in partnership with each Governing Body, for the federation of the following groups of school:</p> <p>Park Primary School and Gilfach Fargoed Primary School. Fleur de Lys Primary School and Pengam Primary School Bedwas Junior School and Rhydri primary School Ynysddu Primary School and Cwmfelinfach Primary School</p>	S. Richards
Corporate Risk Register.	To provide an update of the Corporate Risk Register in accordance with the Council's Risk Management Strategy. The updated Corporate Risk Register (CRR) is presented to Audit Committee so there is opportunity for the Committee to satisfy itself that appropriate arrangements are in place for the council's risk management processes to be regularly and robustly monitored and scrutinised.	Public Protection
Street Lighting.	To agree a future strategy.	M. Lloyd
Decriminalisation of Parking Proposals (Stage 2).	To confirm the full scope for CPE implementation, timescale, how any related issues are to be addressed, further delegations required and what level of public engagement is appropriate.	M. Lloyd
Home Loans Report		S. Couzens

25TH JULY 2018	Key Issues	Service Area
Sheltered Accommodation	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
Asset Management		Housing
Affordable Homes New Build	To confirm the new build Council Housing programme, including the preferred delivery	Housing

## Cabinet Forward Work Programme (Scrutiny)

### APPENDIX 2

Proposals.	option in order for the Council to utilise the Affordable Housing Grant funding that has been allocated to CCBC.	
Hackney Carriage Fare Increase/Amendment	To consider the Tariff of fares for Hackney Carriages recommended by the Taxi and General Licensing Committee, approve publication and give delegated powers to the Taxi and General Committee to consider any objections and set the tariff.	Public Protection

19TH SEPTEMBER 2018	Key Issues	Service Area
Air Quality Options Appraisal.		Public Protection
Strategic Equality Plan – Annual Monitoring and Improvement Report 2017-2018.	To update Members on the progress made during the financial year 2017/18 against targets in the Council's current Strategic Equality Plan and seek Cabinet approval for submission of the annual monitoring and improvement reports to the relevant commissions before the deadline dates.	Policy

3RD OCTOBER 2018	Key Issues	Service Area
Council's Annual Report for 2017/18	To present to Cabinet the Authority's Annual Self-Assessment for 2017/18 to seek the views and approval prior to publication by 30th October 2018.	Policy
Strategy for the disposal of selected Land with Residential Development potential	The report seeks Cabinet approval for the strategy for the disposal of five key medium to large parcels of land all of which are suitable for residential re-development.	Property Services

14TH NOVEMBER 2018	Key Issues	Service Area
Draft Sport and Active Recreation Strategy 2019-29	To seek Cabinet's endorsement of the Draft Sport and Leisure Strategy.	Public Protection
Town Centre Events Programme.	To seek Cabinet approval for revision of the Council's current Town Centre Management model.	R. Kyte



## REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 26TH JUNE 2018

**SUBJECT: CARDIFF CAPITAL REGION CITY DEAL – JOINT OVERVIEW AND SCRUTINY COMMITTEE**

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

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### 1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to present the Committee with the proposal to establish a Joint Overview and Scrutiny Committee for the Cardiff Capital Region City Deal (CCRCD). The report is seeking the views of Members prior to its presentation to Full Council.

### 2. SUMMARY

- 2.1 This report sets out proposals to establish a Joint Overview and Scrutiny Committee for the Cardiff Capital Region City Deal (CCRCD). The CCRCD Joint Cabinet considered a report detailing proposals setting out draft terms of reference, including membership and seeking a nomination from each of the ten local authorities. It was agreed that Bridgend Council will host the JOSOC and Members are asked to consider if a senior salary will be awarded should the nominated member be appointed as Chair of the JOSOC.

### 3. LINKS TO STRATEGY

- 3.1 The establishment of a Joint Overview and Scrutiny Committee for the Cardiff Capital Region City Deal (CCRCD) contributes to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2015:

- 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

- 3.2 The CCR City Deal seeks significant investment built around the following purposes and themes:

- Improve productivity and economic performance in the region.
- Tackle worklessness which currently costs the UK Government £4bn in welfare payments for South East Wales.
- Build on the foundations of innovation we have across the region.
- Investment in physical and digital infrastructure.
- Provide effective support for business.
- Improve skills.
- Ensure the economic benefit is felt across the region.
- Working together to deliver more.

- 3.3 The CCR City Deal aims to make a significant contribution to delivering the wellbeing goals referred to earlier and to delivering the Council's priorities of economic development and regeneration. The Joint Overview and Scrutiny Committee's role is to provide additional oversight and scrutiny to the project.

## **4. THE REPORT**

### **Background**

- 4.1 Attached at Appendix A is a briefing paper that provides background information on the origins of the proposal for a JOSC and how it would be established over the first year. The Regional Joint Cabinet report and draft TOR for the Joint Scrutiny Committee are also attached as Appendix B for information.
- 4.2 At its meeting held on the 20 November 2017, the CCRCD Joint Cabinet considered the report detailing proposals for the establishment of a Joint Overview and Scrutiny Committee (JOSC) to consider the CCRCD. The terms of reference of the Joint Overview and Scrutiny Committee focus on an oversight of the delivery of the Cardiff Capital Region City Deal at a regional level, Regeneration and Environment Scrutiny Committee may still scrutinise Caerphilly borough issues.
- 4.3 The CCRCD Joint Cabinet report proposed that one of the ten authorities host the CCRCD Joint Overview and Scrutiny Committee and provides such dedicated support and advisers. It was subsequently determined by the Joint Cabinet that Bridgend County Borough Council would carry out the role of Host Authority.
- 4.4 In line with Statutory Guidance issued under the Local Government (Wales) Measure 2011, when establishing a Joint Overview and Scrutiny Committee, a report containing details of the proposal should be considered by each of the participating authorities' appropriate scrutiny committees (or sub-committees) before being endorsed by full Council. This report is therefore being presented to the Regeneration and Environment Scrutiny Committee prior to being considered by Full Council.
- 4.5 The draft terms of reference states that there will be one non-executive Member per local authority and it is a matter for each appointing Authority to nominate, or terminate the appointment. The length of the appointment is also a matter for each local authority. The appointed member should possess the appropriate skills and expertise to represent the Council and should be able to fully commit to the role, as it is likely that meeting will be held during the daytime, and it is expected that there will be 2 to 4 meetings held per annum. The nominated Member does not necessarily have to be a Member of the Regeneration and Environment Scrutiny Committee.
- 4.6 In accordance with Section 5 (3) of the Local Authorities (Joint Overview and Scrutiny Committee) (Wales) Regulations 2013, a joint Overview and Scrutiny Committee is not to be regarded as a body to which section 15 of the Local Government and Housing Act 1989(1) (duty to allocate seats to political groups) applies. Therefore there will be no political balance applied to the JOSC overall. Each appointing authority must ensure that, as far as practicable, the members of a joint overview and scrutiny committee reflect the balance of political groups for the time being prevailing among the members of the appointing authority.
- 4.7 The draft terms of reference allow for a substitute (deputy) member to be appointed who can attend, in the absence of the nominated member.
- 4.8 Regeneration and Environment Scrutiny Committee are asked to consider the proposal to establish the CCRCD Joint Overview and Scrutiny Committee and make recommendations to Full Council.



## **5. WELL-BEING OF FUTURE GENERATIONS**

- 5.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

Long-term - The approval of this report will assist in the establishment of a JOSC to monitor the CCRCD business plan

Prevention - The JOSC Panel will monitor the CCRCD's business plans, objectives and priorities

Integration - The report supports all the wellbeing objectives

Collaboration - Consultation on the establishment of the Joint Overview and Scrutiny Committee has taken place with the 10 local authorities in the CCRCD programme.

Involvement - The Joint Overview and Scrutiny Committee will maintain a relationship with other local authorities involved in the CCRCD and with through effective partnership working and act as a critical friend to the CCRCD Joint Cabinet.

## **6. EQUALITIES IMPLICATIONS**

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

## **7. FINANCIAL IMPLICATIONS**

- 7.1 There will be no financial contribution from Caerphilly County Borough Council to run the JOSC. As the Joint Cabinet report states, 'the 2017/18 Joint Cabinet Budget contains a contingency budget in the sum of £69,500, an element of which has been set aside to meet the cost developing the Joint Scrutiny Committee arrangements. Initial estimations for the first year resulted in an agreed amount of £25,000 would be allocated to the host authority to carry out the Joint Scrutiny role. Future budget requirements will be clearer once the JOSC have developed their work programme during the first year and workloads agreed.'
- 7.2 Caerphilly County Borough Council would however be responsible for the payment of any applicable allowances and expenses for the nominated Member. The Independent Remuneration Panel (IRP) states it is a matter for constituent councils to decide if a salary will be paid to chairs of JOSCs (or a sub-committee of JOSCs). If a senior salary is to be paid it is the responsibility of the respective local authority, therefore the Authority must determine if it wishes to award a senior salary, if the nominated member from Caerphilly County Borough Council were to be appointed as Chair of the JOSC. The salary would not count towards the cap for senior salaries of 18 and could be met from existing budgets. The salary to be paid is set out by the (IRP), as follows:
- Determination 9: The chair of a Joint Overview and Scrutiny Committee is eligible for an additional payment of £6,700.
  - Determination 10: In cases where the chair is already in receipt of a senior salary for a Band 3, 4 or 5 role the additional payment will be £3,350.
  - Determination 11: The chair of a sub-committee of a JOSC is eligible for an additional payment of £1,675.
  - Determination 12: In cases where the chair of the sub-committee is already in receipt of a senior salary for a Band 3, 4 or 5 role the additional payment will be £837.

## **8. PERSONNEL IMPLICATIONS**

8.1 There are no personnel implications within this report.

## **9. CONSULTATIONS**

9.1 Councillor R Gough a consultee to this report has stated that he considers as this is one of the largest projects this region has seen political balance should be applied to the joint scrutiny committee. This would ensure commitment and buy-in from all political groups.

9.2 As outlined in 4.6 Joint Overview and Scrutiny Committees are not required to have political balance and in that there is only one seat available on the JOSCS, the seat would be available to the group with the largest number of seats in the first instance.

9.3 The Joint Cabinet have already agreed that there will be equality amongst all ten local authorities regardless of size, and have therefore agreed there will be ten members on the JOSCS. If there were a proposal to increase membership to allow more seats, perhaps to reflect the size of local authorities, this would need to be agreed by all ten local authorities.

## **10. RECOMMENDATIONS**

10.1 Consider and recommend to Full Council, the following recommendations:

10.2 Consider the report and appendices and recommend to Council the establishment of a JOSCS for the CCRCD.

10.3 Identify and recommend to Council a non - executive Member to be nominated and a substitute Member to represent this Authority on the CCRCD JOSCS, taking into consideration paragraph 2.3 of Appendix A.

10.4 Consider if a senior salary should be applied if the nominated member should be appointed as Chair of the JOSCS.

10.5 Note that it will be a decision for each of the ten authorities if it wishes to establish the JOSCS proposed.

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

11.1 To support the overview and scrutiny of the Cardiff Capital Region City Deal in accordance with the joint working agreement.

## **12. STATUTORY POWER**

12.1 The Local Government (Wales) Measure 2011.

12.2 The Local Authorities (Joint Overview and Scrutiny Committee) (Wales) Regulations 2013.

Author: Catherine Forbes-Thompson, Interim Head of Democratic Services  
Consultees: Cllr David Poole, Leader of Council  
Cllr Barbara Jones, Deputy Leader and Cabinet Member Finance, Performance and Governance  
Cllr Sean Morgan, Deputy Leader and Cabinet Member Economy, Infrastructure Sustainability and Wellbeing of Future Generations  
Cllr Eluned Stenner, Cabinet Member for Environment & Public Protection

Cllr Colin Mann, Chair Democratic Services Committee  
Cllr D. Tudor Davies, Chair Regeneration and Environment Scrutiny Committee  
Cllr Christine Forehead Vice Chair Regeneration and Environment Scrutiny  
Committee  
Cllr Rob Gough, Regeneration Board Member  
Cllr Brenda Miles, Regeneration Board Member  
Cllr Kevin Etheridge, Regeneration Board Member  
Christina Harray, Interim Chief Executive  
David Street, Corporate Director Social Services and Housing  
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Lynne Donovan, Head of People Services  
Nicole Scammell, Head of Corporate Finance and Section 151 Officer  
Steve Harris, Interim Head of Corporate Finance and Section 151 Officer  
Lisa Lane, Interim Monitoring Officer

Appendices:

Appendix A	Cardiff Capital Region (CCR) City Deal Joint Overview and Scrutiny Committee Proposal and Draft Terms of Reference
Appendix B & B2	Cardiff Capital Region Joint Cabinet Joint Cabinet Meeting 20 November 2017

## **Cardiff Capital Region (CCR) City Deal Joint Overview and Scrutiny Committee Proposal and Draft Terms of Reference**

### **1. Background**

- 1.1 The Cardiff Capital Region (CCR) Joint Working Agreement (JWA) states in paragraph 10.19.2 that “The Councils shall work together to create and agree terms of reference for, to the extent permissible by law, a Joint Audit Committee and a Joint Overview and Scrutiny Committee (JOSC) and how the same will be resourced and funded”.
- 1.2 At the meeting of the CCR Joint Cabinet on 20 November 2017, it was proposed that the Regional Cabinet consider the establishment and governance arrangements for the CCR City Deal JOSC.
- 1.3 The purpose of the JOSC is to enable Members to be kept up to date with Cardiff Capital Region (CCR) City Deal developments. The draft Terms of Reference (TOR) (attached to the Joint Cabinet report as Appendix B2) expands upon this outlining that one of its main functions would be to perform the overview and scrutiny function for the CCR City Deal on behalf of the ten local authorities whilst not excluding a local authority’s right to carry out its own individual scrutiny of any decision of the Regional Cabinet or City Deal.
- 1.4 Subsequent to this meeting, it was agreed by the CCR Joint Cabinet that Bridgend County Borough Council would host the Joint Overview and Scrutiny Committee providing such dedicated support and advisers within a pre-determined sum to be funded out of the annual budget of the Regional Cabinet.
- 1.5 The 2017/18 Joint Cabinet Budget contains a contingency budget in the sum of £69,500, an element of which has been set aside to meet the cost of developing the Joint Scrutiny Committee arrangements. Based on initial estimations provided for the first year, it was agreed that an amount of £25,000 would be allocated to the Host Authority to carry out the Joint Scrutiny role. From 2018/19 the budget headings will be realigned to separately identify the pre-determined sum from the remaining contingency budget. It is essential that the JOSC use the first year to develop a detailed and informed Forward Work Programme (FWP) which will not only focus their work but also assist greatly in determining the workload and needs for the future including the number of meetings and future budget required.

### **First Year of the JOSC**

- 1.6 During the first year of the JOSC there will be a need for Members and Scrutiny Officers to attend training and briefing sessions prior to them undertaking scrutiny of the City Deal. This will help ensure that all Members have the same knowledge base and understanding from which to start from, however this may result in a limited amount of scrutiny work being undertaken in the first year.
- 1.7 It is proposed that two meetings are held within the first year so that the JOSC can amend and finalise the TOR and officially adopt and take ownership of them. The final version of the TOR will be forwarded to each of the ten local authorities for formal approval but this should not necessarily delay the work of the JOSC. Initial discussions will also be held at the first meeting regarding the Forward Work

Programme (FWP) with Members developing in detail their FWP and future focus at the second meeting following their training.

- 1.8 In addition to monitoring the City Deal Business Plan and/or Programme Plan, the draft TOR will also enable any member of the JOSC to refer to the Committee any matter which is relevant to its functions provided it is not a local crime and disorder matter as defined in section 19 of the Police and Justice Act 2006, and subject to a number of conditions and provisos. Therefore, as stated above, it will be the FWP development determined by the JOSC Members that will indicate the needs and growth of the Committee.
- 1.9 It is anticipated that the second meeting will also allow for the JOSC to begin to undertake annual monitoring of the City Deal Business Plan and/or Programme Plan.
- 1.10 The JOSC has the power to make any reports and recommendations to the Regional Cabinet and/or to any of the Appointing Authorities and to any of their Executives in respect of any function that has been delegated to the Regional Cabinet pursuant to the Joint Working Agreement.

## **2. Establishing a Joint Overview and Scrutiny Committee**

- 2.1 It is a decision for each authority if it wishes to establish a Joint Overview and Scrutiny Committee for the CCR City Deal. Statutory guidance issued under Section 58 of the 2011 Measure states at paragraph 3.1 *“that in establishing a JOSC which is additional to a Council’s existing scrutiny committee(s) a report setting out its role, responsibilities, terms of reference and intended outcomes to be generated by the joint exercise should be considered by each of the participating authorities’ appropriate scrutiny committees (or sub-committees) before being endorsed by full Council”*.
- 2.2 The TOR state that the membership of the JOSC shall consist of one non-executive Member from each Appointing Authority. Whilst the draft TOR states that the length of appointment is a matter for each Appointing Authority, it is proposed that consideration be given to the membership (as far as possible) being for the length of term the nominated Member is in office. This will help ensure continuity and with possibly only two to four meetings per year, consistency of knowledge is important.
- 2.3 It is also proposed that in deliberations over nominations to sit on the JOSC, consideration is given to potential skill sets of Members including any prior knowledge and experience of joint working or professional knowledge that relates to the City Deal itself which could potentially be of great value and assistance to the JOSC. Joint Scrutiny is often focused on decisions taken at a more strategic/ regional level and also necessitates considerable learning on the job as Members explore new and complex policy areas.
- 2.4 In 2013 in a supplementary report of the Independent Remuneration Panel for Wales in accordance with section 147 of the Local Government (Wales) 2011, it was determined that the remuneration of chairs of JOSCs (or a sub-committee of JOSCs) is not prescribed and is a matter for the constituent councils to decide whether such a post will be paid. However, if a senior salary is paid, it must be at the level set out within the IRP report. Each council will therefore need to determine whether they would agree to pay the salary required under this legislation should their nominated Member be put forward as Chair of the JOSC.

### **3 Proposal**

- 3.1 It is proposed that this paper, along with the draft Terms of Reference be presented to the relevant Overview and Scrutiny Committee for each local authority prior to it being submitted to each Council, both for endorsement and for the nomination of a non-executive Member to sit on the CCR City Deal JOSC.

# CARDIFF CAPITAL REGION JOINT CABINET

APPENDIX B

## JOINT CABINET MEETING 20 NOVEMBER 2017

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### GOVERNANCE ARRANGEMENTS FOR CARDIFF CAPITAL REGION JOINT SCRUTINY COMMITTEE

#### REPORT OF CARDIFF CAPITAL REGION PROGRAMME DIRECTOR

#### AGENDA ITEM: 8

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#### 1. PURPOSE OF REPORT

- 1.1 To make recommendations to Regional Cabinet to consider the establishment of, and governance arrangements for, the Joint Scrutiny Committee which, if acceptable, be referred to each of the ten Councils for formal approval.

#### 2. SUMMARY

- 2.1 The Joint Working Agreement (JWA) in paragraph 10.19.2 states that “The Councils shall work together to create and agree terms of reference for, to the extent permissible by law, a Joint Audit Committee and a Joint Scrutiny Committee and how the same will be resourced and funded”.

#### 3. ROLE & PURPOSE

- 3.1 In accordance with the terms agreed in the JWA (as above), Regional Cabinet recognise and value the need for a Joint Scrutiny Committee being established with clear terms of reference which will assist in defining its role and limitations. Draft Terms of Reference have been developed by Officers for Members’ consideration and this is attached at Appendix 1.
- 3.2 It is important that Members of the Joint Scrutiny Committee are kept up to date with Cardiff Capital Region (CCR) City Deal developments. The key discussions and decisions are recorded in the minutes of the Joint Cabinet which are publically available and could be offered for inclusion on the Joint Scrutiny Committee agenda for information.
- 3.3 Whilst the minutes of the Regional Cabinet will be helpful in ensuring the Scrutiny Committee are informed, it is suggested that the Chair of the Regional Cabinet, or another representative, offer to attend meetings of the Scrutiny Committee to give a verbal update on the current position of the City Deal and a view forward to some of the issues anticipated in the coming months ahead.

3.4 The Governance Lead Officer for CCR City Deal (Gareth Chapman, Chief Executive Merthyr Tydfil County Borough Council) has advised that dedicated support and advisers to the Joint Scrutiny Committee would be beneficial. This involvement would enable Members to have continuity of advice during meetings and ensure that Scrutiny Officers have a single point of contact to seek advice when preparing reports. It is proposed that one of the ten authorities hosts the CCRCJ Joint Scrutiny Committee and provide such dedicated support and advisers, within a pre-determined sum to be funded out of the annual budget of the Regional Cabinet. Regional Cabinet are invited to consider and recommend to the Councils for approval which authority should act as the host for the CCRCJ Joint Scrutiny Committee. Whilst one Authority may act as host authority to support the CCRCJ Joint Scrutiny Committee, the venue for the scrutiny committee meetings could rotate amongst the ten authorities.

#### **4. FINANCIAL IMPLICATIONS**

4.1 The attached report sets out proposals in respect of arrangements for a Joint Scrutiny Committee. It is proposed that one of the ten City Deal partnering authorities undertake the role of 'host authority', and in doing so, provide the Joint Scrutiny Committee with dedicated support and continuity of advice.

4.2 It is understood that a pre-determined sum will be agreed, which will form the basis of the budget from which the host authority will deliver this service in full, including all associated and ancillary costs. Depending on the timescales for implementing these arrangements, it is envisaged that a part-year sum may be required in 2017/18.

4.3 The PMO element of the 2017/18 Joint Cabinet Budget contains a contingency budget in the sum of £69,500, an element of which has been set aside to meet the cost developing the Joint Scrutiny Committee arrangements. The pre-determined sum will need to be met from within this budget allocation in 2017/18. From 2018/19 the budget headings will be re-aligned to separately identify the pre-determined sum from the remaining contingency budget to provide transparency and to assist with budget accountability.

#### **5. LEGAL IMPLICATIONS (INCLUDING EQUALITY IMPACT ASSESSMENT WHERE APPROPRIATE)**

5.1 The statutory power to establish a joint overview and scrutiny committee is set out in Section 58 of the Local Government (Wales) Measure 2011("the Measure") and Regulations made thereunder.

5.2 Section 58 of the Measure providing that Welsh Ministers may by regulations make provision under which any two or more local authorities may appoint a Joint Overview and Scrutiny Committee ('JOSC'). Regulations have been



made, namely the Local Authorities (Joint Overview and Scrutiny Committees) (Wales) Regulations 2013 ('2013 Regulations').

- 5.3 It will be a decision for each authority if it wishes to establish the Joint Scrutiny Committee proposed. Statutory guidance has been issued under Section 58 of the 2011 Measure, to which regard must be had. Paragraph 3.1 of the guidance providing *“that in establishing a JOSOC which is additional to a Council’s existing scrutiny committee(s) a report setting out its role, responsibilities, terms of reference and intended outcomes to be generated by the joint exercise should be considered by each of the participating authorities’ appropriate scrutiny committees (or sub-committees) before being endorsed by full Council”*.
- 5.4 Where two or more authorities appoint a JOSOC the 2013 Regulations prescribe that they must enter into an agreement, which addresses a number of prescribed matters. The draft terms of reference, set out in Appendix 1 to the report, have been prepared having regard to these requirements and more generally the provisions of the 2013 Regulations and Statutory Guidance issued. The terms of reference are important because a JOSOC is only able to exercise functions in relation to matters which are identified by the appointing authorities. It is therefore important that the local authorities participating in the joint scrutiny committee (referred to as the appointing authorities) are clear from the outset about the role, responsibilities and terms of reference of the joint scrutiny committee.
- 5.5 The proposed membership of the Joint scrutiny committee is set out in the attached terms of reference and the proposal (1 non executive member each authority) reflects the following paragraph of the Statutory Guidance of the Measure:-
- 3.5 In order to ensure JOSOCs represent fairly the interests of each appointing local authority, it is recommended that an equal number of Committee seats be allocated to each of the participating Councils. Although that would mean larger authorities agreeing to have the same membership as smaller ones, this would appear to be in the best interests of effective partnership.*
- 3.6 The 2013 Regulations provide that a JOSOC is not to be regarded as a body to which section 15 of the Local Government and Housing Act 1989 (duty to allocate seats to political groups) applies.
- 3.7 The terms of reference, at paragraph 15, set out the provisions as regards referring matters to the JOSOC. The JOSOC may make a report or recommendation in relation to any matter referred to it, to any of the appointing authorities, their executives or the Regional Cabinet.

3.8 The joint scrutiny committee will require appropriate resource and the body of the report sets out the proposals in this regard, including the financial implications.

#### General advice

In considering this matter regard should be had, amongst other matters, to:

(i) The Councils' duties under the Well-being of Future Generations (Wales) Act 2015 and;

(ii) Public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are: a. Age; b. Gender reassignment; c. Sex; d. Race – including ethnic or national origin, colour or nationality; e. Disability; f. Pregnancy and maternity; g. Marriage and civil partnership; h. Sexual orientation; i. Religion or belief – including lack of belief

## **6. RECOMMENDATIONS**

6.1 That the Joint Committee (Regional Cabinet) consider the draft Terms of Reference attached at Appendix 1 and if content, submit to each constituent Council for approval.

6.2 That it be suggested to the Joint Scrutiny Committee that the Regional Cabinet minutes are included on the future Joint Scrutiny Committee agendas for information.

6.3 That the Chair of the Regional Cabinet, or another Member representative, offers to attend future meetings of Joint Scrutiny to give a verbal update on the progress of the CCR City Deal.

6.4 That Regional Cabinet:

(i) considers and recommends to the Councils for approval, which constituent Council should host the Joint Scrutiny Committee and provide the requisite support services and advice (subject also to that Council's formal agreement) and

(ii) subject to each of the ten Councils determining to establish the Joint Scrutiny Committee proposed and agreeing which Council shall host the Joint Scrutiny Committee, delegate authority to the Regional Programme Director to agree with the Host Council the level of funding required in 2017/18 to fund such Joint Scrutiny Committee hosting arrangements

(provided such level of funding is within Regional Cabinet's 2017/18 approved budget), with future funding arrangements being considered as part of Regional Cabinet's annual budget setting process.

**Sheila Davies**  
**Cardiff Capital Region City Deal Programme Director**  
**14<sup>th</sup> November 2017**

*The following Appendix is attached:*

Appendix 1 – Draft Terms of Reference

## **TERMS OF REFERENCE: CARDIFF CAPITAL REGION CITY DEAL JOINT SCRUTINY COMMITTEE**

### **Introduction**

1. Cardiff Capital Region (CCR) City Deal is a Joint Committee of all ten local Authorities of South East Wales. Paragraph 10.1 of the Joint Working Agreement states that 'The Councils shall form the joint committee ("Joint Committee") for the purpose of overseeing and co-ordinating the discharge of the Councils' obligations in relation to the City Deal and to carry out the functions set out in Schedule 2 (Joint Committee Terms of Reference) and the Joint Committee shall be known as the "Cardiff Capital Region Joint Cabinet", "Joint Cabinet" or "Regional Cabinet" (as the context requires)'.

For the purposes of these terms of reference;

The Joint Working Agreement means the agreement (as may be amended from time to time) concluded on 1.3.17 between; Blaenau Gwent CBC, Bridgend CBC, Cardiff Council, Caerphilly CBC, Merthyr Tydfil CBC, Monmouthshire CC, Newport CC, Rhondda Cynon Taff CBC, Torfaen CBC and the Vale of Glamorgan Council. The 'Appointing Authorities' are the parties to the Joint Working Agreement the 'Host Authority' means \*\*\* or such other authority as the Appointing Authorities may agree from time to time.

2. CCR City Deal is resourced by the ten Appointing Authorities and is supported by a Programme Management Office (PMO), full time officers, a Programme Board made up of senior Officers representing each of the partner Councils and a Joint Cabinet of the Leader (or Deputy) from each Authority. In addition. Legal, technical and financial external advisers have been appointed to provide expert technical advice.

3. Each Council agreed to work together to create a Joint Scrutiny Committee as stated in Paragraph 10.19.2 of the Joint Working Agreement; 'The Councils shall work together to create and agree terms of reference for, to the extent permissible by law, a Joint Audit Committee and a Joint Scrutiny Committee and how the same will be resourced and funded'.

### **Membership of the Joint Scrutiny Committee**

4. The Joint Scrutiny Committee shall consist of one non-executive Member from each Appointing Authority.

5. It is a matter for each Appointing Authority, from time to time, to nominate, or terminate the appointment of its nominated Member serving on the Joint Scrutiny Committee. Each Appointing Authority shall be entitled, from time to time, to appoint a deputy for its Member representative to the Joint Scrutiny Committee but such deputy shall only be entitled to speak and vote at meetings of the Joint Scrutiny Committee in the absence of his or her corresponding principal

6. The length of appointment is a matter for each Appointing Authority.

### **Quorum**

7. The quorum necessary for a meeting of the joint scrutiny committee is at least 7 out of the 10 Joint Scrutiny Committee Members, present at the relevant time.

### **Election of a Chair**

8. The Joint Scrutiny Committee shall elect a Chair and Vice Chair, which appointments will rotate annually between the Appointing Authorities, in alphabetical order

9. The procedure rules will be those of the Host Authority for its Scrutiny Committees,

### **Members' Conduct**

10. Members of the Joint Scrutiny Committee will be bound by their Council's Code of Conduct.

### **Declarations of Interest**

11. Members of the Joint Scrutiny Committee must declare any interest either before or during the meetings of the Joint Scrutiny Committee (and withdraw from that meeting if necessary) in accordance with their Council's Code of Conduct or as required by law.

### **Confidential and Exempt Information / Access to Information**

12. The Host Authority's Access to Information Procedure rules shall apply subject to the provisions of the Local Government Act 1972 :

### **Openness and Transparency**

13. All meetings of the Joint Scrutiny Committee will be open to the public unless it is necessary to exclude the public in accordance with Section 100A (4) of the Local Government Act 1972.

14. All agendas, reports and minutes of the Joint Scrutiny Committee will be made publically available, unless deemed exempt or confidential in accordance with the above Act.

### **Functions to be exercised by the Joint Scrutiny Committee**

15. The Joint Scrutiny Committee shall be responsible for exercising the following functions:

- a. To perform the Overview and Scrutiny function for CCR City Deal (which City Deal is more particularly specified in the Joint Working Agreement) on behalf of the ten local Authorities.
- b. To develop a forward work programme reflecting its functions under paragraph (a) above.
- c. To seek reassurance and consider if the CCR City Deal is operating in accordance with the Joint Working Agreement, its Annual Business Plan, timetable and / or is being managed effectively.
- d. To monitor any CCRC project's progress against its Programme plan.
- e. To make any reports and recommendations to the Regional Cabinet and or to any of the Appointing Authorities and to any of their executives in respect of any function that has been delegated to the Regional Cabinet pursuant to the Joint Working Agreement.

Any member of a Joint Overview and Scrutiny Committee may refer to the committee any matter which is relevant to its functions provided it is not a local crime and disorder matter as defined in section 19 of the Police and Justice Act 2006

Any member of any of the Appointing Authorities may refer to the Joint Overview and Scrutiny Committee any local Government matter which is relevant to the functions of the Joint Scrutiny Committee, subject to the following conditions and provisos.

The conditions for a reference by a member of an Appointing Authority to the Joint Scrutiny Committee are that:

- (i) The matter relates to one of the functions of the authority and is relevant to the functions of the Joint scrutiny committee,
- (ii) It effects the electoral area of the member or it effects any person who lives or works there; and
- (iii) It is not a local crime and disorder matter as defined in section 19 of the Police and Justice Act 2006.

### **Provisos**

When considering whether to refer a matter to the Joint Scrutiny Committee a member should first consider if it falls within the remit of a single overview and scrutiny committee within the member's local authority, and if that is the case the member should raise the matter there. Members should only refer a matter to a Joint scrutiny committee if it falls clearly within the responsibilities and terms of reference of the Joint Scrutiny Committee and if there is no scrutiny of the issue in the local authority to which the member belongs.

It is acknowledged that the establishment of the CCRCDC Joint Scrutiny Committee shall not serve to exclude a local authority's right to carry out its own individual Scrutiny of any decision of the Regional Cabinet or City Deal matter

**Duration of Joint Scrutiny**

16. To be co-terminus with the duration of Joint Cabinet or if earlier the decision of the ten authorities to end the Joint Scrutiny arrangements.

**Withdrawal**

17. Any of the ten local Authorities may withdraw from participating in the Joint Scrutiny arrangements upon three months' notice to each of the other Authorities.

18. The Joint Scrutiny Committee in carrying out its functions must have regard to guidance relating to section 62 of the Measure, which places a requirement on local authorities to engage with the public

Foot notes

1. No provision has been made for sub committees given the scrutiny committee comprises only 10 members and that Regulations (SI 2013/1051) require a Sub- Committee to comprise an equal number of members of the Appointing Authorities.



## REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 26TH JUNE 2018

**SUBJECT: DRAFT SPORT & ACTIVE RECREATION STRATEGY 2019-29**

**REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES**

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### 1. PURPOSE OF REPORT

- 1.1 To seek Scrutiny Committee views on a 10 year holistic vision and Strategy for the delivery of Sport and Active Recreation in Caerphilly county borough prior to presenting to Cabinet for approval to commence a ten week consultation exercise with a range of stakeholders.

### 2. SUMMARY

- 2.1 This report presents a draft strategy which set outs a future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough - it establishes the key principles and vision which will inform future decisions and actions over the next 10 years. For the purposes of the draft Strategy (Appendix 1) and this report we define sport and active recreation as the range of sport and physical activity opportunities provided by Caerphilly County Borough Council in conjunction with our key partners.
- 2.2 The benefits of leading a physically active lifestyle for our residents are well documented and acknowledging the current financial climate within which local authorities operate, a clear strategic direction is essential. The draft Strategy recognises the multiple challenges of poor levels of health, particularly in certain areas of the County; reducing budgets; the large number of facilities across the County and the deteriorating quality of our older buildings; and increasing population and consumer demand.
- 2.3 The draft Strategy is strongly aligned to the Wellbeing Objectives in the Council's Corporate Plan and in doing so also acknowledges that in rising to the future challenges it is clear that we will need to do things differently. The Authority currently provides a large number of opportunities to engage with physical activity which include a physical infrastructure of leisure centres, community centres and fixed play, further supported by a number of (country) parks, cycle paths, outdoor sports facilities and school sport provision. The majority of the current leisure centre facility stock was built during the late 1960s / early 1970s and no longer meet modern day leisure centre requirements.
- 2.4 The draft Strategy proposes adoption of Welsh Government's blueprint for sport and active recreation in Wales, 'Facilities for Future Generations' together with a decision making matrix for determining the provision of strategic leisure facilities that are directly managed by the Sport and Leisure Service. The significant role played by the outdoors in support of a holistic approach to sport and active recreation provision is recognised. The county borough has a significant level of countryside and outdoor space that includes country parks, municipal parks, allotments, fixed play, sport pitches, nature reserves, cycle and walking routes. The aim is also to maximise the use of 3G facilities for school, community and weekend competitive use alongside the grass pitch network, supporting the development of stronger, more sustainable, sports clubs.

- 2.5 In terms of sport and active recreation outreach and intervention programmes the draft Strategy proposes that the Council will continue to:
- Adopt a collaborative approach with schools to motivate children and young people to adopt and continue healthy active lifestyles through inspirational and inclusive physical activity experiences whilst they are in education.
  - Provide targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older/less independent people to lead healthy lives through low intensity, social and easy to access physical activities.
  - Encourage and support federations of clubs sharing resources, helping to build stronger, more sustainable, and successful sports clubs.
  - Provide essential support underpinning sporting success
  - Provide specialist interventions to reach targeted audiences where there is evidence of need and no other alternative provider.
  - Lead the regional Active Gwent collaboration programme to increase participation in sport and physical activity in a way that has the greatest impact in Caerphilly.
- 2.6 A ten week consultation period is proposed to obtain the views of Caerphilly County Borough residents, existing users and a broad range of stakeholders to shape the future provision and delivery of sport and active recreation across the county borough.

### 3. LINKS TO STRATEGY

- 3.1 The draft Sport and Active Recreation Strategy 2019-29 supports the following Wellbeing Objectives within the Council's Corporate Plan 2018-23:
- Improve education opportunities for all.
  - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable development principle within the Wellbeing of Future Generations (Wales) Act 2015.
  - Support citizens to remain independent and improve their well-being.
- 3.2 The draft Strategy also supports the Wellbeing Objectives within the Caerphilly Public Services Board's Wellbeing Plan, 'The Caerphilly We Want':
- Positive Change – A shared commitment to improving the way we work together.
  - Positive Start – Giving our future generations the best start in life.
  - Positive People – Empowering and enabling all our residents to achieve their own potential.
  - Positive Places – Enabling our communities to be resilient and sustainable.
- 3.3 The draft Strategy will also contribute to the draft Regeneration Strategy for Caerphilly County Borough, 'A Foundation for Success 2018-2023'.
- 3.4 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 supports: A resilient Wales, A healthier Wales, A Wales of cohesive communities, A globally responsible Wales, A more equal Wales.

3.5 Through this Strategy Caerphilly County Borough Council will also contribute to Sport Wales' Community Sport outcomes namely:

- Generating increased frequencies of regular participation.
- Targeting inequalities and barriers to participation.
- Providing high quality opportunities allowing our most talented athletes to realise their potential.

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

- 4.1 In October 2014 a paper was presented to Regeneration & Environment Scrutiny committee, titled Strategic Review of Leisure Facilities that set the scene in respect of a strategic approach to the provision of leisure facilities. Public consultation was undertaken in June 2015, however the scope of this review was considered too narrow. In 2015 the council adopted an Outdoor Sports Strategy that included sports pitches, allotments, play provision and amenity green spaces. In May 2016 a further review undertaken by the Wales Audit Office concluded that the Authority needed to develop and agree a vision and strategy for its Sport and Leisure Service.
- 4.2 This report presents a draft Sport and Active Recreation Strategy 2019-29 setting out a future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough - it establishes the key principles and vision which will inform future decisions and actions over the next 10 years. For the purposes of the draft Strategy (Appendix 1) and this report we define sport and active recreation as the range of sport and physical activity opportunities provided by Caerphilly County Borough Council in conjunction with our key partners.
- 4.3 The benefits of leading a physically active lifestyle for our residents are well documented and, acknowledging the current financial climate within which local authorities operate, a clear strategic direction is essential. The draft Strategy recognises the multiple challenges of poor levels of health, particularly in certain areas of the County; reducing budgets; the large number of facilities across the County and the deteriorating quality of our older buildings; and increasing population and consumer demand.
- 4.4 The Council does not have a statutory responsibility to provide most of our current sport and active recreation services. This discretionary provision, the maintenance of our facilities and services, has to be measured against their positive impact on our corporate priorities of health, regeneration, education, and future affordability. The draft Strategy is strongly linked to the Wellbeing Objectives in the Council's Corporate Plan and in doing so also acknowledges that in rising to the future challenges it is clear that we will need to do things differently – be innovative and willing to adapt and respond to change. No longer can we do what we have always done - our future role will be less about directly delivering services and more about enabling the many other organisations who already provide excellent opportunities across our communities.
- 4.5 Having regard to the Wellbeing of Future Generations (Wales) Act the draft Strategy reflects that we will need to be bold – not holding on to what we have done in the past, but looking forward to ensure that the decisions we make and opportunities we provide are fit for future generations, responding to the emerging needs of our young people - the adults of tomorrow - and of course looking after the different needs of a growing older population. We must also make sure what we provide is going to be sustainable i.e. we can all afford to maintain it into the future.

- 4.6 The draft Strategy advocates a single, shared outcome of more young people becoming active adults through more inspirational learning experiences, whilst also ensuring the learning environments are maximised for community use out of school hours. This will include a new fit for purpose, robust joint use agreement with schools with clear priorities and outcomes.
- 4.7 Whilst the overarching aim of the strategy is to deliver sport and active recreation services on a holistic basis, it should be noted that the largest element of the authority's investment is consumed by its physical infrastructure. The Authority currently provides a large number of opportunities to engage with physical activity which include a physical infrastructure of leisure centres, community centres and fixed play, further supported by a number of (country) parks, cycle paths and outdoor sports areas. The majority of the current leisure centre facility stock was built during the late 1960s / early 1970s and no longer meet modern day leisure centre requirements.
- 4.8 The draft Strategy proposes adoption of Welsh Government's blueprint for sport and active recreation in Wales, 'Facilities for Future Generations', with the aim of achieving a landscape of modern, fit for purpose and sustainable facilities aimed at providing improved opportunity for access and engagement. Facilities for Future Generations suggests that sport and leisure facilities are classified within three distinct categories, namely:-
- **Level 1** – Very local, community facilities that are essential to deliver door step provision and facilitate daily active lifestyles. An example in this regard is the community centre network and local green infrastructure.
  - **Level 2** – Described as 'travel to' community facilities. It is suggested that these facilities are ideally located on school sites to maximise use and deliver value for money. The primary purpose of these facilities is to inspire young people to engage in physical activity and serve communities through out of hours community use. In this regard an example is the facilities currently delivered upon school campus.
  - **Level 3** – These are identified as large strategically placed facilities that may be specialist sport and /or tourist attractions that have the ability to impact positively upon the local economy. In this regard it is considered that the Centre of Sporting Excellence and the opportunities that exist within the south west of the county borough and the development of a new or refurbished Caerphilly Leisure Centre fit within this category. Investment is proposed to deliver a commercially sustainable leisure attraction in in response to the significant growth in new housing and supporting our tourism aspirations in the south west of the county borough, although this is dependant on the availability of finance.
- 4.9 A proposed decision making matrix for determining the provision of strategic Leisure facilities that are directly managed by the Sport and Leisure Service is set out within the draft Strategy. It is proposed that the criteria for strategic facilities in future would include that provide a range of facilities and services for sport and active recreation including "wetside" (e.g. pool, sauna, spa, etc.) and "dryside" (e.g. fitness suite, dance, classes, etc.) activities, they are shared with a day time user (standalone only in major population centres and/or are attractions of regional or national significance). Strategic facilities would also have over 250,000 visitors per annum, appropriate access, and the aim of reducing the subsidy per user to less than £1 to £1.20. Current visitor and subsidy levels of our existing facilities are detailed in the table below:

<b>FACILITY</b>	<b>2017/18 VISITS</b>	<b>2017/18 NET OPERATING COST (TOTAL)</b>	<b>2017/18 NET COST PER VISIT £</b>
Caerphilly (including pool)	265,624	231,421	0.87
Risca (including pool)	223,687	217,969	0.97
Newbridge (including pool)	264,810	294,127	1.11

Heolddu (including pool)	97,423	256,646	2.63
Cefn Fforest (including pool)	66,598	217,025	3.26
Bedwas (including pool)	27,412	124,775	4.55
St Cenydd	45,868	81,169	1.77
Pontllanfraith	74,347	104,797	1.41
Sue Noake	33,261	51,348	1.54
New Tredegar	17,834	82,211	4.78

- 4.10 Application of the decision making matrix outlined in 4.9 above will result in a rationalisation of facilities over the next 10 years focussing on strategic, high quality, multi service leisure centres that are managed by the authority's Sport and Leisure Service. The 4 strategic centres will be located in Risca, Caerphilly, and Newbridge, and one in the Bargoed/Aberbargoed areas to serve the north of the county borough. It is therefore anticipated that the other leisure centres would either transfer to school management (if they are joint use facilities located on a school site, subject to governing body approval) or could close completely. Decisions on each will be the subject of separate reports and a specific decision making process.
- 4.11 The draft strategy also aims to capture the significant role played by the outdoors in support of a holistic approach to sport and active recreation provision. The county borough has a significant level of countryside and outdoor space that includes country parks, municipal parks, allotments, fixed play, sport pitches, nature reserves, cycle and walking routes. The Council's Outdoor Sports Strategy adopted in 2015 establishes a clear position that the delivery of activities aimed at improving physical health and wellbeing do not need to be exclusively delivered from a built physical structure. The Council will maximise the use of 3G facilities for school, community and weekend competitive use alongside the grass pitch network, supporting the development of stronger sports clubs. The Centre for Sporting Excellence offers a 3G football pitch and rugby pitch; it is used as a training facility by the Dragons Rugby and Coleg-y-Cymoedd, and is used by sports clubs from across the county borough
- 4.12 In terms of sport and active recreation outreach and intervention programmes the draft Strategy proposes that the Council will continue to:
- Collaborate with schools to motivate children and young people to adopt and continue healthy active lifestyles through inspirational and inclusive physical activity experiences whilst they are in education.
  - Provide targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older/less independent people to lead healthy lives through low intensity, social and easy to access physical activities.
  - Encourage and support federations of clubs sharing resources, helping to build stronger, more sustainable, and successful sports clubs.
  - Provide essential support underpinning sporting success.
  - Provide specialist interventions to reach targeted audiences where there is evidence of need and no other alternative provider.
  - Lead the regional Active Gwent collaboration programme to increase participation in sport and physical activity in a way that has the greatest impact in Caerphilly.
- 4.13 Obtaining the views of Caerphilly County Borough residents, existing users and a broad range of stakeholders will be essential in shaping the future provision and delivery of sport and active recreation across the county borough. In support of this requirement, a ten week consultation period is proposed that includes the following:-

## Draft Sport and Active Recreation Strategy – Outline of Proposed Consultation

TIMESCALES	ACTIVITY
9th July	Pre consultation - Members Seminar
Friday 16th July – 21st September 2018	10 week public and stakeholder consultation period
Mid June	Newsline signposting to consultation
At outset of consultation period and follow up	NewsOnline Promotion
At outset of consultation period and follow up	Press activity + social media – Facebook and Twitter
For 10 week consultation period	Website – banner on front page Online survey (SNAP).
For 10 week consultation period	Posters in public facing Council venues and paper versions of survey available from leisure centres, main public facing council buildings and other venues impacted – community centres, country parks and schools
TBC	Surgery/drop in sessions to be held at key locations across the borough - promoted using above tools
At outset of 10 week consultation period	<ul style="list-style-type: none"> <li>• Direct correspondence with groups as outlined in the Consultation and Monitoring Guidance document covering protected characteristics. This may be via e-mail or letter or face to face with groups as appropriate</li> <li>• Age <ul style="list-style-type: none"> <li>– Youth forum</li> <li>– 50+ forum</li> <li>– Age Cymru</li> </ul> </li> <li>• Disability <ul style="list-style-type: none"> <li>– Deafblind.org,</li> <li>– RNIB Cymru,</li> <li>– Action Hearing Loss Cymru,</li> <li>– BDA,</li> <li>– Disability Can Do,</li> <li>– Caerphilly County Borough Access Group,</li> <li>– Caerphilly People First,</li> <li>– Disability Sports Wales,</li> <li>– Caerphilly Borough Mind</li> </ul> </li> <li>• Pregnancy and Maternity – will be covered by general consultation</li> <li>• Race <ul style="list-style-type: none"> <li>– Gwent Education Multi-Ethnic Service (GEMS)</li> <li>– Race Equality Council,</li> <li>– SEWREC</li> </ul> </li> <li>• Religion or Belief – will be covered by general consultation</li> <li>• Sex – will be covered by general consultation</li> <li>• Sexual orientation and gender reassignment <ul style="list-style-type: none"> <li>– Umbrella Cymru</li> <li>– LGBTQ+ youth group,</li> <li>– Stonewall Cymru</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Language <ul style="list-style-type: none"> <li>– Menter Iaith,</li> <li>– Welsh Language Forum including Meithrin etc</li> </ul> </li> </ul> <p>Direct correspondence with:</p> <ul style="list-style-type: none"> <li>• All smart card users (for leisure centres)</li> <li>• Sports and clubs across the county borough</li> <li>• All groups who use leisure facilities for any other activities</li> <li>• Community centre secretaries and all groups who use community centres currently</li> <li>• All groups who use tourism venues for active recreation.</li> </ul> <p>Direct correspondence with:</p> <ul style="list-style-type: none"> <li>• All local Councillors</li> <li>• All town and community councils</li> <li>• WLGA</li> <li>• Dragons Rugby</li> <li>• Coleg-y-cymoedd</li> <li>• Future Generations Commissioner</li> <li>• Older People's Commissioner</li> <li>• Children's Commissioner</li> <li>• Welsh Language Commissioner</li> <li>• Equalities and Human Rights Commission</li> <li>• Local Assembly Members</li> <li>• Local Members of Parliament</li> <li>• Partner organisations through the Public Services Board and Standing Conference members</li> <li>• Voluntary sector through GAVO</li> <li>• All schools and parents via head teachers</li> <li>• Further and Higher Education Colleges</li> <li>• Business forum</li> <li>• All private sector leisure providers within the county borough</li> <li>• Neighbouring local authorities whose provision may be impacted</li> <li>• Welsh Athletics</li> <li>• Sport Wales</li> </ul>
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## 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 areas:

1. **A healthier Wales:** There is significant evidence to support the view that undertaking an 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 community centres is significant in terms of supporting the integration of physical activity into everyday lifestyles.
2. **A prosperous Wales:** There is significant evidence of the essential role that sport and physical activity plays in regenerating communities, raising aspirations and making them a more attractive place to live, work and visit
3. **A Wales of cohesive communities:** Caerphilly County Borough Council have communicated a vision to place its facilities at the heart of the community, ensuring it's effectively placed to deliver a well-connected, socially inclusive hub.
4. **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. **A more equal Wales:** There is significant evidence to support the positive role that engaging in community activity can play in supporting people to fulfil their potential from both an educational and socio economic perspective.

5.2 The Well-being of Future Generations (Wales) Act 2015 sets out the sustainable development principle against which all public bodies in Wales should assess their decision-making. The aim of the legislation is to ensure the well-being of future generations through maximising the contribution public bodies make towards the well-being goals. In using the sustainable development principle it is incumbent that the authority considers the whole of the population it serves and considers the effect of its actions on future generations. The principle, also known as the five ways of working is assessed as follows:

- **LONG TERM** - The Sport and Leisure Services estate across the whole of the authority is not sustainable in the long term due to cuts in the revenue available to the local authority. Securing the provision of sport and active recreation services now and in the future requires that difficult decisions have to be made that balance short term considerations against long term sustainability. The financial climate means that it is not possible to continue subsidising all provision and so decisions must be taken now to secure a sports and leisure service for future generations.
- **INVOLVEMENT** - An extensive consultation will take place with a broad range of stakeholders. Inevitably residents will wish to see as many local authority services as close to their homes as possible, and this view would be held by all communities within the county borough.
- **PREVENTION** - The promotion of health and well-being now prevents need in the future and reduces demand on public services. In preparing the proposed vision and strategic direction we have sought to maintain sports and leisure services accessibility for the community as far as is practicable and affordable in the current challenging financial climate.
- **COLLABORATION** - Sport and Leisure Services currently collaborates with a range of partners both locally and regionally to develop services that support increased opportunity and engagement.
- **INTEGRATION** - Sport and Leisure Services have considered how the proposed vision and strategic direction may impact on the well-being goals and in so doing have been mindful of the requirement to provide a holistic sports and leisure offer that is still accessible across the county borough utilising all available resources.

## 6. EQUALITIES IMPLICATIONS

- 6.1 An Equalities Impact Assessment (EIA) has been prepared at this consultation stage in accordance with the Authority's Strategic Equality Plan 2016-2020 and is included at Appendix 2. The potential for some negative impacts has been identified associated with mobility issues for some groups with protected characteristics should some leisure facilities close. However, the proposal to focus on 4 strategic leisure facilities accessible by public transport and will ensure, so far as reasonably practicable, geographic coverage across the county borough. There is no statutory requirement for the Council to provide these facilities and this represents a fair and just allocation of resources that will deliver continued sport and leisure provision into the future for the benefit of all.
- 6.2 Actions are proposed to mitigate some potential negative impacts that have been identified and these potential impacts are outweighed by the overall benefits of ensuring sustainable sport and active recreation provision across the county borough. The consultation exercise will be used to strengthen our understanding of any potential positive or negative impacts and the Equalities Impact Assessment will be kept under continuing review throughout the consultation process.

- 6.3 The proposal supports Strategic Equality Objective 3: Improving Physical Access, Strategic Equality Objective 5: Inclusive Engagement and Participation, Strategic Equality Objective 6: Compliance with the Welsh Language Standards, and Strategic Equality Objective 7: Supporting Age-friendly Communities.

## 7. FINANCIAL IMPLICATIONS

- 7.1 There are no direct financial implications at this initial consultation stage. Should the Strategy be formally adopted then proposed actions will be the subject of separate reports over the 10 year course of the Strategy that will include detailed financial implications. Any decisions will be dependent on the availability of funding and the approval of robust business cases.
- 7.2 The cost of delivering the services identified within the draft Strategy are set out in greater detail in the document, however the table below provides an overview of the net cost of each:

Service Area	Net cost
Leisure Centres	£1,928,047 (inc £213,300 Free Swim Initiative grant)
Community Centres	£358,855
Property Services – Statutory Maintenance at Leisure Centres	£20,000 in 2017/18
Sports Development	
• Caerphilly Adventures	£143,091
• National Exercise Referral	£174,677 (Grant Funded)
• Sports Development Officers	£430,200 (Grant Funded)
Central Leisure Costs	£666,034
Outdoor and Green Spaces	£4,458,662

- 7.3 It should be noted that the above reflects current budgets which will need to reduce as a consequence of the ongoing public sector austerity programme. The updated Medium-Term Financial Plan presented to Council on the 22<sup>nd</sup> February 2018 showed a potential Authority-wide savings requirement of circa £34m for the four-year period 2019/20 to 2022/23. This is clearly extremely challenging and it is inevitable that some very difficult decisions will need to be made. In looking to develop proposals to address the financial challenges moving forward it is widely accepted that the Council cannot continue as it is. There is therefore a need to examine the ways in which we deliver services to make the best use of available resources in the context of the reduced funding available.
- 7.4 It is noted that the largest investment by the authority is the built infrastructure, in particular the network of leisure centres. The majority of facilities as stated earlier were built in the late 1960s, early 1970s. Buildings of this age are traditionally not energy efficient, despite investments in various Local Authority Energy Finance projects and are also subject to a significant maintenance liability.
- 7.5 The last service wide condition surveys undertaken on the leisure centre portfolio was in 2012 which identified circa £3 million of category 1, 2 and 3 requirements. Whilst there has been investment in addressing, particularly category 1 aspects, it should be noted that it is likely this cost pressure will increase upon completion of updated condition surveys. There is currently no budget or capital set aside for the £3 million backlog. In 2013/2014, £395,000 of Leisure Centre revenue budget was transferred to Property Services for building maintenance and there is a potential saving if the condition of the stock could be improved. There is the potential for capital receipts if rationalisation of facilities is adopted, which would generate funds that could be reinvested subject to the approval of business cases.
- 7.6 A key aspiration of the draft Strategy is the requirement to address the position in respect of Caerphilly Leisure Centre. It has been clearly identified that the south west of the county borough will experience a significant population growth over the strategy timeline. This growth provides an opportunity to develop a Level 3 style facility that supports the authority's aim of Caerphilly as a tourist destination.

7.7 Proposals developed by Sport and Leisure Services in partnership with Alliance Leisure in 2017 identified four options to address Caerphilly Leisure Centre, namely:-

1. Do nothing and continue to subsidise at present values
2. Refurbishment Option 1 – Circa £5.188m
3. Refurbishment Option 2 – Circa £8.915m
4. New Build Option – Circa £13-15m

However, it should be noted these costs would be subject to construction industry inflation given that they are some 12 months old. Any decision to progress refurbishment would be dependent on the availability of funding and the approval of a robust business case.

## **8. PERSONNEL IMPLICATIONS**

8.1 There are no personnel implications at this stage; however should the strategy be formally adopted then due consideration will be required to establish future resource requirements.

## **9. CONSULTATION**

9.1 This report has been sent to the consultees listed below and all comments received are reflected in this report.

## **10. RECOMMENDATIONS**

10.1 That Scrutiny Committee consider the proposal to undertake a public consultation on the draft Sport and Active Recreation Strategy 2019-29 and make any Recommendations prior to presentation to Cabinet.

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

11.1 To set out to all stakeholders the proposed strategic vision for the delivery of sport and active recreation services within the county borough

11.2 To obtain feedback from all stakeholders to assist in informing the next stages of strategy development and implementation

## **12. STATUTORY POWER**

12.1 Local Government Act 1972.

Author: Rob Hartshorn, Head of Policy and Public Protection  
Consultees: Mark S. Williams, Interim Corporate Director, Communities  
Cllr Nigel George, Cabinet Member for Neighbourhood Services  
Jeff Reynolds, Sport & Leisure Services Facilities Manager  
Jared Lougher, Sport & Leisure Services Development Manager  
Mike Headington, Green Spaces and Transport Services Manager  
Anwen Cullinane, Senior Policy Officer (Equalities & Welsh Language)  
Mike Eedy, Finance Manager  
Shaun Watkins, HR Manager  
Sue Richards, Head of Service, Education, Planning and Strategy  
Nicole Scammell, Section 151 Officer  
Lisa Lane, Interim Monitoring Officer  
Stephen Harris, Interim Head of Corporate Finance



Background Papers:

'Strategic Review of Leisure Facilities' report to Regeneration & Environment Scrutiny Committee  
28th October 2014.

'Review of Existing Formal Recreation and Leisure Facilities' report to Cabinet 17th June 2015  
Wales Audit Office Report 'Review of the development of a sport and leisure strategy – Caerphilly  
County Borough Council' May 2016.

Appendices:

Appendix 1: Draft Sport and Active Recreation Strategy 2019-2029

Appendix 2: Equality Impact Assessment

Caerphilly County Borough Council

# SPORT AND ACTIVE RECREATION STRATEGY 2019-2029



2019-2029

Man gwyrdach ar gyfer chwaraeon a dull byw gweithredol  
A greener place for sport and active lifestyles



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# INTRODUCTION

## INTRODUCING THIS STRATEGY AND ITS INTENDED PURPOSE

- This strategy sets out a future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough - it establishes the key principles and vision which will inform future decisions and actions.
- Where necessary, as and when required, the strategy implementation will be supported by more detailed communications, consultation, and business cases for action to support reports to the relevant Scrutiny Committee, Cabinet and/or Full Council.

**To be successful, the Council must fundamentally redefine its unique role i.e. what we do, the services we provide, and how we provide them.**

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## WHAT IS SPORT AND ACTIVE RECREATION?

The definition of Sport and Active Recreation in relation to this strategy is based on the range of sport and physical activity opportunities provided by Caerphilly County Borough Council in conjunction with our key partners:

## THE RATIONALE FOR THE STRATEGY

- ‘Caerphilly County Borough Council has embarked on an exciting and challenging journey of improvement and change’ The Corporate Plan (2018-2023).
- ‘Rising to the future challenges it is clear that we will need to do things differently - be innovative and willing to adapt and respond to change’.
- To be successful, the Council must fundamentally redefine its unique role i.e. what we do, the services we provide, and how we provide them.
- No longer can we do what we have always done - our future role will be less about directly delivering services and more about enabling the many other organisations who already provide excellent opportunities across our communities.

## IMPLEMENTING THE WELLBEING OF FUTURE GENERATIONS (WALES) ACT

- We will need to be bold - not holding on to what we have done in the past, but looking forward to ensure that the decisions we make and opportunities we provide are fit for future generations - responding to the emerging needs of our young people, the adults of tomorrow, and of course looking after the different needs of a growing older population.
- We must also make sure what we provide is going to be sustainable i.e. we can all afford to maintain service provision into the future.
- Future approaches will demand that people take greater responsibility for their own health and levels of physical activity. It is the role of the Council to support them to do this for themselves.
- To deliver a 'change agenda' the Council will also have to make a number of critical decisions. It is vital therefore, that this strategy provides a clear rationale and priorities for action. It must provide a vision for where we are going and how we are going to get there, so that everyone understands what we can achieve, what to expect of us, as well as the roles that others have to play.
- Finally, the strategy is not focused just on buildings but the activity that can take place in a wide variety of different places found throughout our County Borough and as a result of many different opportunities provided by a range of organisations.

**Future approaches will demand that people take greater responsibility for their own health and levels of physical activity.**



## THE FORMAT

In developing this strategy we have set out:

1. What we have to achieve, our core purpose i.e. the better health and wellbeing priorities set out in our Corporate Plan (2018-2023).
2. A review of:
  - a. Our communities and their needs - what we know about our population, the place we live, current provision;
  - b. Lessons learnt from our achievements, building on what we do well, taking account of the views of others;
  - c. What we know about future needs and emerging trends.
3. The major challenges:
  - a. Poor levels of health particularly in certain areas of the county;
  - b. Reducing budgets;
  - c. The large number of facilities across the County and the deteriorating quality of our older buildings;
  - d. Increasing population and consumer demand.
4. The actions - what needs to be done.



# STRATEGY PURPOSE, PRINCIPLES, AND PRIORITIES

## OUR VISION AND HOW WE WILL DELIVER IT

- 'Our vision for sport and active recreation is to encourage healthy lifestyles and support our residents to be more active, more often'.
- We will do this by encouraging a collective responsibility and approach to provide and promote appropriate opportunities across a wide range of organisations.
- We will support others and only directly provide where the need is great and no others have the expertise or capacity to:
  - Promote positive messages about health and physical activity;
  - Encourage physical activity through the provision of varied, attractive and accessible opportunities;
  - Achieve raised standards of performance and celebrate local success in sport.

**'Our vision for sport and active recreation is to encourage healthy lifestyles and support our residents to be more active, more often'.**

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## OUR COMMUNITY & LEISURE SERVICE'S ROLE

- Within Caerphilly County Borough Council our Community & Leisure Service is responsible for leading the promotion of sport and active recreation. Currently the Service looks after a wide range of active recreation activities and places including children's play areas; country parks and open spaces; sports pitches; and leisure centres - usually on Secondary School sites. It also manages Outdoor Adventure Activities and Sports Development - including services ranging from GP exercise referrals to support for sport.
- The Service will ensure it is able to focus on leading and coordinating the future delivery of this Strategy.

**The Service will ensure it is able to focus on leading and coordinating the future delivery of this Strategy.**

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## HELPING DELIVER SPORT WALES' GOALS

- Through this Strategy, Caerphilly County Borough Council will also contribute to Sport Wales's Community Sport outcomes namely:
  - Generating increased frequencies of regular participation;
  - Targeting inequalities and barriers to participation;
  - Providing high quality opportunities allowing our most talented athletes to realise their potential.



## ENSURING THE WELLBEING OF FUTURE GENERATIONS

- This strategy is designed to help deliver the goals and principles set out in the Wellbeing of Future Generations (Wales) Act 2015. The Act has put into law 7 Wellbeing Goals for a prosperous; resilient; healthier; more equal and globally responsible Wales; with cohesive communities; a vibrant culture and thriving Welsh language.
- Fundamentally, the Act requires 'responsible and sustainable decision making' - that Caerphilly County Borough Council considers the longer-term impact of the decisions it makes.
- Future decisions made by the Council will need to ensure sustainable developments to deliver wellbeing by:
  - Focussing on securing the sustainability of provision to meet the longer term needs of future generations - not based upon the past;
  - Understanding the root cause of issues to prevent problems from occurring;
  - Involving/considering the diversity of our population and communities in decisions that affect them;
  - Working more with others to secure future provision and sustainable solutions.

**Future decisions made by the Council will need to ensure sustainable developments to deliver wellbeing...**



## SPORT AND ACTIVE RECREATION IS NOT A STATUTORY 'REQUIREMENT'

- Caerphilly County Borough Council does not have to provide most of our current sport and active recreation services - it is not a statutory responsibility. So the case for this discretionary provision - the maintenance of our facilities and services, has to be measured against their positive impact on our corporate priorities of health, regeneration, education, and future affordability.
- This strategy is therefore designed to provide a vision and rationale for the future that is directly linked to the Council's Wellbeing Objectives, its strategic priorities, as set out in the Corporate Plan (2018-2023).

**This strategy  
is designed to  
provide a vision  
and rationale for  
the future.**

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## THE CORPORATE PRIORITIES FOR SPORT AND ACTIVE RECREATION

- The main Wellbeing Objectives in the Corporate Plan that sport and active recreation contributes to are:
  - **Objective 1:** Improving education opportunities for all and improving the learning environment;
  - **Objective 5:** Creating a County Borough that supports a healthy lifestyle and reduces inequalities in health across the County Borough in accordance with the Sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015;
  - **Objective 6:** Supporting citizens to remain independent and improve their wellbeing - helping keep older people involved and active in their local communities.

### Corporate Objective 1: Improved learning attainment and environments

- Not only does health and wellbeing positively contribute to higher educational attainment, healthier young people are more likely to become healthier adults.
- We will work with our schools to support the provision of an inspirational sport and physical activity offer, fit for future generations and to encourage a commitment to active lifestyle habits leading to our young people growing up to become more active adults.
- In the first phase of our 21st Century Schools Programme (2014-2019) over £56m has been invested in schools to improve facilities, (including the new Islwyn High School to replace Pontllanfraith and Oakdale Comprehensive Schools and Y Gwindy Welsh Medium School) - this includes new sport and physical activity spaces which are available for community use.
- We will support and develop successful approaches to maximise community use of all school facilities. Whether our secondary school facilities are part of a Leisure Centre or not, we will expect and support them to ensure they are available for community use out of school hours. We will expect an equitable standard of service regardless of whether the community use is managed by the Community and Leisure Service or School.

**Not only does health and wellbeing positively contribute to educational attainment, healthier young people are more likely to become healthier adults.**



### **Corporate Objective 5: Creating a County Borough that supports a healthy lifestyle**

- To create a place that supports a healthy lifestyle, helping encourage people to become more physically active, reducing overweight and obesity rates in children.
- To reduce inequalities in health across the County Borough:
  - We will establish a supportive partnership with our schools, securing a commitment from the top (Head Teachers and Governors) and throughout the school, to engage and motivate all children to be physically active by choice;
  - We will encourage physical activity within our communities in the most appropriate and effective ways through support that reaches out and works with others or through specific intervention programmes targeting communities - to create supportive, welcoming, attractive, easy to access activity opportunities;
  - We will aim to increase the number of visits to all sport and active recreation places across the County Borough - whether they are community centres; primary/secondary schools; parks; the countryside; sports pitches or our strategic leisure centres. This will include targeted investment where there is a clear business case to improve the activity offer such that we respond to the greatest areas of need and demand and reach out to the largest numbers of new participants i.e. targeting known popular activities such as fitness, 5 a-side football, cycling, walking, jogging, dance activities etc.

**We will work with communities and local groups to support interventions that help keep older people active and involved in their local communities.**

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### **Corporate Objective 6: Supporting citizens to remain independent and improve their wellbeing**

- Helping local community clubs and groups to engage 'older adults' in volunteering and supporting older people to lead independent, physically active and healthy lives - stimulating both mental wellbeing as well as maintaining appropriate levels of physical activity, bodily strength and mobility.
- We will work with communities and local groups to support interventions that help keep older people active and involved in their local communities.



## SUMMARY STRATEGY PURPOSE

### Our First Key Outcome: Better Health

- We must achieve a healthier county - recognising that today's unhealthy residents might be tomorrow's customers for our health and social care services. Our long-term plan is to achieve healthier residents and communities although we recognise this will take more than a generation of change - over 20 years.

However due to serious financial constraints, we must also achieve a healthier Borough with less resources - so we will have to be 'smart' in the way we work.

### ● We will achieve our better health outcomes by:

- Inspiring our future generations of children and young people to willingly choose to adopt healthy active lifestyles - this will be the biggest contribution to generational change;
- Supporting and encouraging the provision of more opportunities for more daily active recreation in our communities and work places - by working with a wide range of other providers including encouraging increased use of the great outdoors;
- Specialist interventions e.g. exercise referral, outreach work using physical activity to improve the lives of priority groups enabling people to lead healthier lifestyles on a daily basis in their local communities. However, these will only be targeted interventions where there is evidence of need and no other alternative solution.

### Our Second Key Outcome - Healthier and Prosperous Communities

- This means stronger, safer and improved places to live, work and visit for all - communities with a sense of pride and identity.
- This vision includes:
  - Strong successful local sports clubs at the heart of every community: maintaining local facilities and the environment; providing sport and physical activity; managing events; attracting young people; engaging volunteers; creating safer and socially cohesive places to live and work, helping to keep older people involved and active locally; supporting and promoting sporting success which in turn creates role models, community pride and a feeling of wellbeing and positivity.



- In major conurbations and visitor destinations, commercial leisure attractions can also be a dynamic for regeneration - creating a better place to live and work, attracting employers and businesses and creating jobs, e.g. in North Wales - a new water park and leisure attraction in the Rhyl coastal resort will attract over 350,000 visitors as well as servicing over 40,000 local residents; or in Swansea - LC2 attracting over 750,000 footfalls a year - Wales's most visited paid for attraction for the last 7 years. Our Centre of Sporting Excellence used by Coleg y Cymoedd, Welsh Rugby Union and Dragons Rugby provides a prestigious, specialist regional sports facility attracting visitors to the area, supporting sporting success and stimulating local pride.
- **We will promote Healthier and Prosperous Communities by:**
  - Working with community sports clubs and their governing bodies to help our clubs become bigger and stronger; assisting them to improve their facilities, encouraging more volunteers and creating more sporting opportunities for participation and success;
  - Reviewing the commercial business case and options for a new or improved leisure attraction in the Caerphilly Basin to take account of a growth in new homes and to support our economic regeneration objectives for the area.

**Our Centre of Sporting Excellence used by Coleg y Cymoedd, Welsh Rugby Union and Dragons Rugby provides a prestigious, specialist regional sports facility...**

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**Our Third Key Outcome: securing a more efficient and financially sustainable future offer**

- As well as our aspirations for a healthier, more physically active and successful sporting County Borough and to close the north/south gap that exists in the average life expectancy between our residents, we also have to secure financial savings and achieve these positive outcomes with increasingly less resources. This will demand that we are smart and focussed in our future actions.
- **We will secure a more efficient and financially sustainable offer by:**
  - Maximising the use of all our community amenities and the local environment, encouraging people to take responsibility for their own health and wellbeing in a sustainable way. Our approach to communities will focus on building on strengths recognising each community is different and it is neither affordable or sustainable for the Council to be expected to provide the same for all and in every area;

- Maximising use of assets through co-locations, invest to save models and aim to reduce subsidy levels at our strategic leisure centres to below a range of £1 to £1.20 per user;
- Creating more sustainable facilities by improving schools use agreements; investment in more attractive strategic facilities leading to a growth in visitor numbers and rationalisation reducing overall running costs;
- Focussing our unique and essential role on providing specialist interventions in communities and with groups where it is most needed whilst recognising and supporting the role of others in providing opportunities;
- Motivating young people will be a key priority as we work collaboratively with others to inspire activity for life - generating more active adults - commissioning and supporting our schools to provide the right learning environment that is also available for community activity at appropriate times;
- Where there is a business case, we will invest in key, strategic facilities to ensure they are appropriate, attractive, inspirational and lifestyle convenient alongside working to maximise the impact of all community amenities;
- Finally, we will ensure that strategic facilities directly operated by us receive the level of regular investment required to ensure that equipment and facilities are safe, functional, modern and inspirational.

**Motivating young people will be a key priority as we work collaboratively with others to inspire activity for life**





# A REVIEW OF WHAT WE KNOW - INFORMING FUTURE DECISIONS

## CELEBRATING OUR ACHIEVEMENTS

### ● Customer satisfaction

- In our bi-annual consultation over 85% of residents said they were satisfied with sport and leisure, recreation and sports ground services, with over 90% satisfied with country parks;
- Our customer satisfaction score is 98% which is 8% above the UK national average.

### ● The performance of our leisure centres

- We have been able to invest in some of our facilities to improve provision e.g. new fitness suites and 3G pitches. This has generated an increase in visitor numbers and we now also have over 150,000 registered Smart Card users;
- We have also continued to achieve the nationally recognised Quest quality assurance accreditation;
- However, despite our leisure centre subsidy having reduced by over £500,000 over the last 5 years, it still demands over 70% of the sport and leisure budget so the future performance and affordability of our leisure centres needs to be addressed.

### ● Our parks and great outdoors

- We have been successful in achieving a Green Flag status at 5 of our outdoor parks where we provide a range of activities and create a place people can enjoy;
- It is important to build on these strengths and the significant amount of green space that is available to promote wellbeing;
- Caerphilly Adventures successfully uses our great outdoors to support the Education Service and Families First initiatives and work with young people and their families improving family relations, parenting, confidence and self-esteem and delivering Duke of Edinburgh Awards.

● **Our children and young people**

- 47% of primary and secondary school children aged 7-16 engage in sport and physical activity 3 times a week and overall, there have been year on year increases in participation;
- Over 57% of 16 year olds are also members of a sports club in Caerphilly County Borough.

● **Sports development initiatives and partnerships**

- Free Swimming initiatives take place at all leisure centres and participation rates have increased year on year;
- Caerphilly 10K is now in its 6th year attracting circa 3,000 runners and is part of the Welsh athletics annual race calendar;
- The National Exercise Referral Scheme targeting clients who are at risk of developing, or have, a chronic disease has benefited over 1,000 people a year helping improve those participants' quality of life and life expectancy;
- The Council is playing a lead role in the Active Gwent regional collaboration for community sport and promoting Positive Futures and Tackling Inequalities initiatives - benefiting children and young people from deprived communities who are living in poverty and being supported through an inclusion programme using sport to engage young people - attendances have grown by over 1,200 to 9,000 in 2017;
- The Daily Mile Initiative is embedded across our Primary Schools and is helping children get fit by walking or running for 15 minutes each school day;
- We have contributed to the "large scale change" collaborative programme with Sport Wales, Public Health Wales, Aneurin Bevan Health Board and Blaenau Gwent/Torfaen County Borough Councils aimed at getting females more active to improve health outcomes in the Heads of Valleys area. This has been a successful collaboration leading to a number of success stories and lifestyle changes;
- Increasing women and girls participation is particularly important for health benefits and the Lets Go Girls Initiative encourages activity providers and females interested in taking part in activity to connect.

- Building on these significant achievements, this strategy sets out the direction for the future of sport and active recreation in Caerphilly County Borough to ensure the continued provision of a wide range of opportunities to benefit the health and wellbeing of our residents.

**Free Swimming initiatives take place at all leisure centres and participation rates have increased year on year.**

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## CAERPHILLY COUNTY BOROUGH - THE PLACE WE LIVE IN

- The County Borough is spread across a wide geographical area and made up of very different urban, rural, more affluent and some very deprived local communities.
- The 5 principle town centres are: Caerphilly; Blackwood; Risca; Bargoed; and Ystrad Mynach.
- Approximately 80% of the County Borough is classed as rural with a variety of attractive outdoor activity spaces i.e. uplands, lakes and rivers, public rights of way, country parks, nature reserves and many other areas that can be used for healthy active lifestyles.
- Spread across the County Borough there are over 500 different sport and physical activity places, many are old and have become 'tired', are not cost-effective to run with inefficient heating, lighting and insulation services and no longer attractive to new participants or fit for future purposes.

**Different approaches are needed to respond to the highly varied and different local community needs...**

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### ● **Looking to the Future**

- More emphasis needs to be placed on the promotion of the wide variety of opportunities across the borough as well as in neighbouring areas;
- Different approaches are needed to respond to the highly varied and different local community needs with priority given to addressing the greatest health and activity challenges in the most deprived Heads of the Valley communities;
- The 5 town centres and population hubs should be the future focus of strategic provision - travel to destinations with good transport links. Furthermore, any future strategic sport and active recreation provision should be shared use on education sites. They are an essential requirement for Curricular and Extra Curricular activity and a cost effective way of providing expensive facilities that also serve community needs;
- The Council must address the whole facilities infrastructure as any investment to create fit for future generations facilities will first demand rationalisation and savings in order to finance better quality, more sustainable, fit for purpose facilities in strategic locations.

CAERPHELLY COUNTY BOROUGH... ABOUT THE PEOPLE

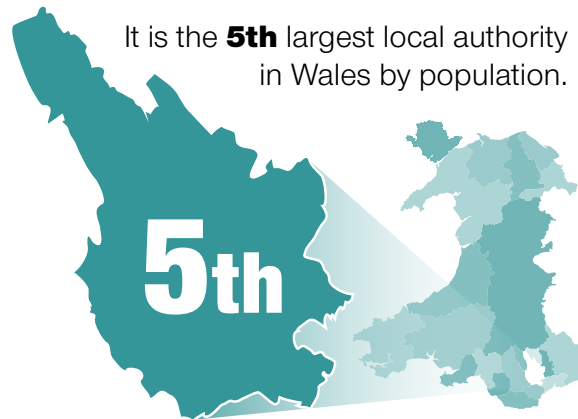
POPULATION SIZE

**180,000**

people live in Caerphilly County Borough.



It is the **5th** largest local authority in Wales by population.



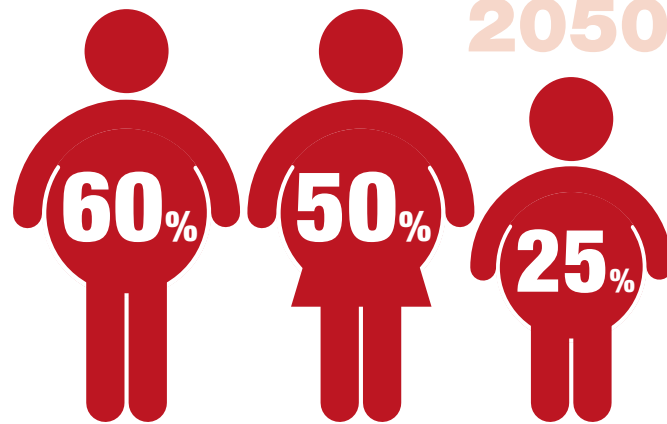
The population is expected to grow by over 2,155 people within the next 20 years and alongside this significant additional housing is planned particularly in the south of the County Borough in the Caerphilly basin area.

**2,155**

people within the next **20** years and alongside this significant additional housing is planned particularly in the south of the County Borough in the Caerphilly basin area.

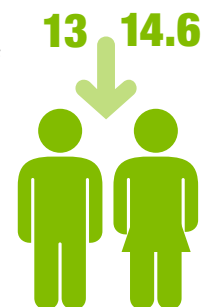
HEALTH

**74%** of adults in the County Borough do not meet national physical activity guidelines. The percentage of adults who are overweight or obese within Caerphilly County Borough is **4%** higher than the Wales average of **59%**, and by **2050** it is predicted that **60%** of adult men, **50%** of adult women and **25%** of children will be obese.



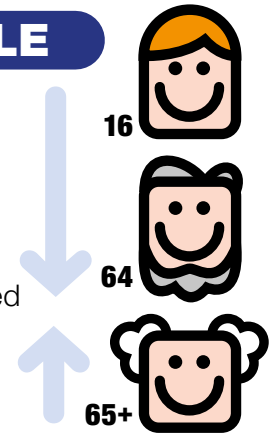
**2050**

People living in areas of higher deprivation also have higher levels of ill health with life expectancy varying greatly depending on where you live. Between the least and most deprived areas there is a healthy life expectancy gap of **13** years for men and nearly **14.6** years for women.



AGE PROFILE

It is anticipated that numbers of people between 16 and 64 will decrease over the next 20 years, but the numbers of people aged over 65 will increase by nearly **42.2%** in the same period.



ECONOMIC PROFILE

**P45**

Caerphilly County Borough has some of the most deprived areas in Wales. It has the **5th** highest percentage of people claiming benefits and the joint **5th** lowest employment rate of 16 to 64 year olds compared to the rest of Wales.



● **Looking to the Future**

- There is a need to give priority to help increase activity levels to reduce the health inequalities and levels of obesity with a focus on local community solutions and engaging young people - our future generations;
- A growing and changing population will require appropriate levels of provision to meet demand and with new housing developments comes opportunities to negotiate planning gains to support future community needs - this sport and active recreation strategy should be used to support the business case for these plans;
- There will be a growing need to focus on helping maintain active and independent lifestyles amongst an ever increasing ageing population with more diverse needs.

**There will be a growing need to focus on helping maintain active and independent lifestyles...**


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## WHICH OF THE SPORT AND ACTIVE RECREATION ACTIVITIES ARE THE MOST POPULAR

- People leading healthy active lives do so through a wide variety of mediums ranging from allotment gardening and domestic activities to work place activities, cycling to work, walking to a bus stop, swimming, walking the dog etc.
- As well as this, there are over 87 recognised sport and physical activities to choose from ranging from dance, yoga, netball, fencing, a wide range of martial arts, weight training, gymnastics, angling, golf to team sports like netball, rugby and football.
- However, the most significant numbers of adult participation figures are achieved through individual exercise and informal activities which are easy to access and fit into busy lifestyles - walking, cycling and jogging or using the great outdoors with few activities dependent on our built facilities. The most popular activities amongst adults are:
  - walking - 47% of adults participating;
  - indoor exercise activities - 21% of adults participating.
- The great outdoors - our natural resources are also important for encouraging healthier and more active lifestyles - 35% of adults have identified they would like to visit the outdoors to be more active more often with the range of activities becoming more diverse. An example of this is Parkrun:
  - Junior Parkrun - 44 Juniors (age 4-14 years) are participating each week, from 15 clubs;
  - Parkrun (Age 14+) 166 Adults are participating each week from over 203 clubs.

**The most significant numbers of adult participation figures are achieved through individual exercise and informal activities.**



### Future Sport and Active Recreation

- **Adults - into the future**
  - 'Acting today for an Active Tomorrow' identifies trends which will transform sport in Wales, in a report produced in 2014 by A Sport Wales's Advisory Group. This identified a number of themes that should be considered by providers in making future plans i.e. the need to be more responsive to:
    - People leading more demanding lifestyles and having less time therefore requiring easier access to doorstep activities;

- Customers having higher expectations needing a more 'commercial standard' of opportunity i.e. more customer orientated services as well as higher quality facilities;
- The need for greater use of technology to engage people i.e. through mobile devices;
- A more mixed economy of facility providers as a result of emerging not for profit operators, social and community interest companies alongside an ever-changing commercial sector;
- Future sport and active recreation opportunities need to be ever more "lifestyle convenient", for example:
  - Easy to Play Sport e.g. Futsal and 5 a-side leagues; Back to Netball and Hockey - social participation for adults; Parks Tag Rugby and other easy to organise and access small-sided team games;
  - Easy to access outdoor fitness activities when it is most suitable to the individual i.e. in safe walking, jogging and cycling settings (Caerphilly County Borough Council already supports many events that help respond to these demands i.e. parkruns, cycling events etc.).

**Future sport and active recreation opportunities need to be ever more "lifestyle convenient."**



● **Young People - into the future**

- Sport England's Youth Insights Pack (August 2014) highlights how it is important to look at ways of more effectively reaching out to young people - they have grown up in an environment that is totally different to that of previous generations - this demands change just to maintain levels of interest amongst each new age group i.e.:
  - Technology is an integral part of young people's lives;
  - Reasons for young people to take part need to be relevant to their lives - what matters to them, not what matters to adults and decision makers. Teenagers are also increasingly looking towards the benefits of active lifestyles for reasons of looking and feeling good as well as health and fitness;
  - Participation by children is influenced by what they get offered at school, as well as by the views of parents and friends. Once these influences are removed and lifestyles change, activity levels start to decline;



● **Looking to the Future**

- Caerphilly County Borough Council will need to review and adjust its unique role in response to the many competing and alternative offers that are available;
- To significantly increase activity levels there is a need to give priority to the opportunities that are attractive to the biggest audiences. Where possible this will include investment in better quality facilities for the biggest and fastest growing participation activities - those that have become more popular due to changing lifestyles and people choosing to be active for health and social reasons i.e. exercise, fitness, dance, walking, jogging, cycling, 5 a-side football etc;
- Sport and physical activity facilities in schools, particularly our secondary schools, need to be designed to inspire a nation of young people committed to becoming active adults - currently many school facilities do not meet these expectations;
- Alongside activity venues in local communities, strategically located specialist sports facilities are important to provide for training and competition at the higher levels and to deliver the vision for a 'nation of champions', however whilst specialist facilities are needed they are not necessarily required in all Local Authority areas;
- To embrace these recommendations we will adopt the 'Facilities for Future Generations - blueprint for sport and active recreation in Wales'. (Welsh Government and Sport Wales [March 2016]).

**To significantly increase activity levels there is a need to give priority to the opportunities that are attractive to the biggest audiences.**





# MAJOR CHALLENGES TO BE OVERCOME

## BETTER HEALTH CHALLENGES

- Since the Welsh Health Survey started, obesity levels have increased and there has been little evidence of change in physical activity levels. Survey reports have shown that:
  - 58% of adults are overweight and 22% obese;
  - 33% of adults are limited in their day to day activities because of health problems or disability;
  - Only 29% of adults are reported as physically active but there are more men than women active although this decreases with age;
  - Around 1/3 of adults are not physically active at all.
- Low levels of physical activity along with unhealthy eating are leading to significant increases in levels of obesity.
- There are particularly higher incidents of poor health and low levels of physical activity in areas of multiple deprivation.
- Overall it is estimated that the total cost of physical inactivity to Wales is in the regional of £650,000,000 per annum.
- Despite these trends 'Creating an Active Wales' reports how physical activity has many mental as well as physical health and wellbeing benefits i.e.
  - Up to 50% reduced risk of developing major chronic diseases such as heart diseases/ diabetes and some cancers;
  - A 20-30% reduced risk of premature death.
- **Looking to the Future:**
  - Targeted community interventions and low cost, accessible/local, indoor and outdoor health and fitness activity centres are more likely to be attractive to women and disengaged participants who it is difficult to encourage to adopt more active lifestyles.

## MAJOR FINANCIAL CHALLENGES

- Caerphilly County Borough Council has already made considerable savings in recent years - over £82,000,000 but further savings of over £34,000,000 are still needed in the next 3 years.
- For the most part, sport and active recreation provision is not a statutory requirement of local government and although Caerphilly County Borough Council is committed to maintaining front line services, it does recognise things need to change.
  - The Community & Leisure Services budget must achieve reductions over the course of this Strategy.
- **Looking to the Future**
  - The more effective use of our many different community facilities will need to be part of the future offer to increase activity levels;
  - This strategy also makes the case for rationalisation enabling some savings to be used to enable investment alongside innovation and transformation.

**The more effective use of our many different community facilities will need to be part of the future offer to increase activity levels.**



## BUILT FACILITY CHALLENGES

- The Council has too many different facilities including leisure centres, many of which are old and vary in quality with high levels of maintenance required - there is a need for fewer but better quality provision. A summary schedule of the 500+ different sport and physical activity spaces across the County Borough is summarised in the adjacent table.
- Caerphilly County Borough Council's independent review of Leisure Centres in 2014 also reported the need for a rationalisation of the separately managed leisure centres.
- 8 of the 10 leisure centres are on Secondary School sites and used by schools during the day. This use is heavily subsidised through the Sport & Leisure budget. Four Secondary Schools have strategic leisure facilities of which any community use is not managed by Sport & Leisure Services.
- The provision of appropriate sport and physical activity facilities on secondary school sites that are accessible for Curricular and Extra Curricular activities is a requirement - wherever possible these should be managed to be available for community use out of school hours.

Table 1: Summary Schedule of Sport and Active Recreation

Facilities Where Physical Activity Can Occur	Total Number of Activity Spaces
<b>Indoor</b>	
Sports Halls	15
Community Centres	50
Youth Centres	20
Swimming Pools	8
Primary Schools i.e. halls	80
<b>Outdoor</b>	
Artificial Turf Pitches (ATPs) Type 1: Sand based shorter pile more suitable for hockey Type 2: '3G' pitches longer pile with rubber infill more suitable for football and rugby	16 Type 1: 7 Type 2: 9 (2@COSE)
Country Parks	6
Youth Shelters	21
Playgrounds (excluding primary school playgrounds)	104
Multi-use Games Areas	25
Skate Parks	9
Kick Walls	10
Football and Rugby Grass Pitches (excluding school pitches)	116
Bowling Greens	20
Cricket Wickets	9
Tennis Courts	18
	500+

- The majority of the Council's investment (approximately 70%) in 'Sport & Leisure Services' - is taken up by the cost of running traditional leisure facilities - with Caerphilly County Borough Council operating more Leisure Centres than any other Local Authority in Wales.
- The cost of maintaining the Leisure Centres in the County Borough is the highest in Wales - over £1m per annum:
  - The subsidy per person is over £1.50 - to bring this subsidy closer to other areas, this figure should be less than £1 to £1.20 - this cannot be achieved without rationalisation and modernisation;
  - There is a significant capital investment liability due to the age of the leisure centres - currently estimated at over £3m;
  - There is also a need for a capital budget to invest in upgraded equipment such as modernised fitness suites, spin bikes and new 3G pitches which increase levels of use following investment.
- Customer comment reports have also identified the need for improvement i.e. 'changing rooms need upgrading', 'the centre is looking dated now' and the need for change given the current financial climate is also recognised.
- Generally across Wales less than 30% of the adult population visit a leisure centre and many of the County Borough Leisure Centres are not generating more users - in half these numbers are declining. Only 3 key strategically located centres in Caerphilly County Borough are attracting over 250,000 visits a year with the majority servicing less than 100,000 visits per year.

- **Looking to the Future**

- Facilities for Future Generations - the blueprint for sport and active recreation in Wales'. Welsh Government and Sport Wales (March 2016) will be adopted by Caerphilly County Borough Council providing the framework for future sport and active recreation facilities. This will take into consideration:
  - The needs of future generations;
  - The need for inspirational learning environments for children and young people on school sites;
  - The need to invest in better quality, more fit for purpose and future facilities that are strategically located;
  - The need to rationalise the existing number of different facilities that are no longer fit for purpose or sustainable into the future set in context with all other active space facilities such as community centres, primary schools, youth centres, outdoor parks etc.;
  - Defining future expectations for and delivery of aquatic provision linked to facility rationalisation.

## OTHER FACILITY CHALLENGES - MAXIMISING THE IMPACT OF ALL SPORT AND ACTIVE RECREATION AMENITIES AND OPPORTUNITIES

### Outdoor sports pitches

- Grass sports pitches across the County Borough also present a future challenge. Changing climates and reducing budgets provide an increasing challenge for the maintenance of these facilities alongside which capital investment in improved or new drainage is important to help overcome pitch quality issues. Increasingly long spells of wet weather, has resulted in these important facilities which serve the biggest sports becoming a threat to future levels of activity.
- Furthermore, less than 30% of the cost of maintaining the grass pitches is recovered through income due to the low levels of use that is possible to sustain on the grass pitches.
- In total, there are over 120 sports pitches, 20 bowling greens, 9 cricket wickets and a number of tennis courts, more than any other Local Authority in Wales. There are also a large number of football and rugby clubs - over 130 relying on these facilities. However, many of these clubs are small and 'nomadic' relying on access to different and often poor quality grass pitches. On the other hand, Clubs with owned or leased facilities are able to invest more time and resources into maintaining their pitches to a higher standard and can more easily attract members, generate income and become a stronger community clubs.
- In addition to the natural turf pitches, there are 16 artificial turf pitches - again more than any other area in Wales. Nine of these pitches are 3G football/rugby surfaces - a full sized floodlit 3G pitch can provide the same level of use as 5 grass pitches.
  - Looking to the Future Artificial turf '3G' pitches are an important part of future outdoor pitch provision - they provide a consistent quality of service that can be used in all weathers;
  - There is a case to be made for more strategically located 3G pitches to support grass-pitch provision - also taking account of the potential to maximise the beneficial use of school facilities;
  - Future approaches should include support for clubs to play a greater role in the future management and maintenance of sports pitches and pavilions. This would help and lead towards better facilities as well as stronger, more sustainable community clubs;
  - At least one 3G pitch should be available on all secondary school sites with a community sports partnership that guarantees the out of hours use and the formation of sports clubs hubs.

## MAXIMISING COMMUNITY USE OF SCHOOL FACILITIES

- The Welsh Government and Local Authority 21st Century Schools programme is intended to help create 'fit for the future' sport and active lifestyle facilities for Wales. Investment is expected to deliver:
  - Learning environments supporting improvement and better education outcomes including health and wellbeing;
  - Greater economies and efficiencies through better use of resources including community use;
  - Sustainable facilities that help to reduce costs and carbon footprints;
  - Finally, this is more than a building programme - 21st Century Schools are intended to impact on both public and community learning, health and wellbeing outcomes.
- This strategy recognises the importance of schools as an essential part of the future community sport and active recreation offer. Currently there is an inconsistent approach to access to school facilities for the wider community.
- **Looking to the Future**
  - The Community & Leisure and Education Services will establish a joint vision to deliver the healthy physical activity outcomes in this strategy as well as serving school and wider community needs. This will inform a robust joint use agreement with clear priorities and outcomes supported by appropriate sustainable funding models.

**This strategy recognises the importance of schools as an essential part of the future community sport and active recreation offer.**



## PLAY AMENITIES

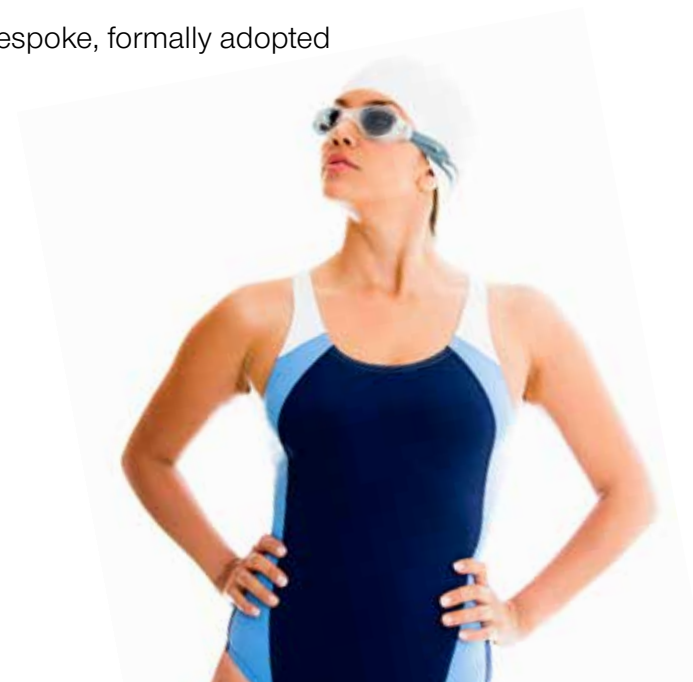
- Caerphilly County Borough has 178 different “play” facilities including fixed play provision, kick walls, Multi Use Games Areas (MUGAs) skate parks etc. Such provision is governed by Welsh Government Play Sufficiency duties and is separately covered by bespoke strategies and plans.



## OUTDOOR PARKS AND THE NATURAL OUTDOOR ENVIRONMENT

- Of the 42% of the adult population reported by Sport Wales to be 'hooked on sport' in Caerphilly, the majority do so through activities taking place in facilities that don't demand a strategic sports hall or swimming pool.
- High levels of physical activity are enjoyed in a wide range of environments stretching from the countryside to highways, paths and bridle ways used for walking, cycling and jogging.
- The council's active travel integrated network map was approved in February 2018.
- The natural resources in Caerphilly County Borough provide significant opportunities to increase activity levels.
- It has a large number of high quality countryside as well as more traditional formal parks - 5 of which have a green flag accreditation.
- There is a significant level of countryside and open space - the Countryside Service manages parks, rights of way, nature reserves/managed biodiversity sites and a canal network. In addition there is a substantial amount of unmanaged countryside and open space.
- The Council also provides an Outdoor Adventure Service which supports a range of outdoor activities as well as the Duke of Edinburgh award scheme.
- Whilst important to this strategy, these areas of provision are separately covered by bespoke, formally adopted plans and strategies.

**The natural resources in Caerphilly County Borough provide significant opportunities to increase activity levels.**





# WHAT NEEDS TO BE DONE

## 1. Corporate Policy

- a. In adopting this strategy Caerphilly County Borough Council recognises that sport and active recreation makes a significant contribution to achieve healthy lifestyles, education, economy and regeneration across the County Borough.
- b. Recognising that it is no longer feasible to provide the 'same service for all', the Council's unique role will focus on:
  - i. Working with others to make the best use of all available opportunities, facilities, funding and people;
  - ii. Making better and more innovative use of the widest possible range of indoor and outdoor physical activity spaces across all communities;
  - iii. Specialist interventions in approaches and places that will have the greatest long term health impact on priority target audiences and where no others are in a position to provide such assistance.
- c. A joint sport and active recreation and schools strategy will be pursued to achieve a single, shared outcome of more young people becoming active adults through more inspirational learning experiences, whilst also ensuring the learning environments are maximised for community use out of school hours. This will include a new fit for purpose, robust joint use agreement with schools with clear priorities and outcomes.

## 2. Facilities

- a. To inform future decision making, the Council will adopt:
  - i. The Welsh Government and Sport Wales Facilities Blueprint for Sport and Active Recreation (See Table 2) informing all physical activity spaces and their use across the County Borough;
  - ii. A decision making matrix for determining the provision of strategic Leisure facilities that are directly managed by the Sport & Leisure Service (See Table 3);

**A joint sport and active recreation and schools strategy will be pursued to achieve a single, shared outcome of more young people becoming active adults through more inspirational learning experiences.**

- iii. An “invest to save” strategy enabling the future rationalisation of some facilities, to help achieve a more sustainable future service alongside investment of some savings secured to enhance the quality and customer offer at strategic sites as well as in local communities.

Table 2: Blueprint for Future Generations - Sport and Active Recreation Facilities

Facilities Framework	Action
<p><b>Facilities Framework Level 1</b> Local community assets and club facilities essential to serve the needs of sport and doorstep activity - enabling daily active lifestyles i.e. the outdoors for green exercise, multipurpose community halls, sports clubs, primary schools, community parks, community centres, health centres, libraries, church and village halls.</p>	<p>Any future sport and active recreation facility delivery should consider all of these assets and their potential to provide locally accessible physical activity hubs particularly targeting deprived communities. Delivery should include opportunities for potential co-location and shared management to maximise sustainability of future community amenities.</p>
<p><b>Facilities Framework Level 2</b> Strategic, ‘travel to’ wider community facilities located on education/secondary school or college sites to maximise use, ensure value for money and because the provision of good quality inspirational physical activity facilities is an obligatory requirement for all schools.</p>	<p>The strategic policy should establish a clear expectation that future school facilities (buildings and pitches) deliver appropriate and fit for purpose physical activity, teaching and recreational spaces as well as contributing to the community sport and active recreation offer including the development of school/community sports club hub management models.</p>
<p><b>Facilities Framework Level 3</b> Large strategic “commercial” sport or leisure tourist attractions of regional or national significance. This would include leisure centre provision in the south west of the county borough and the Centre of Sporting Excellence.</p>	<p>Adopt a future sport and active recreation investment strategy that delivers a commercially sustainable leisure attraction in the south west of the county borough, in response to the significant growth in new housing.</p>

**The strategic policy should establish a clear expectation that future school facilities deliver appropriate and fit for purpose physical activity...**

Table 3: Strategic Leisure Centre Needs Assessment Matrix

Assessment Criteria	Measurement Factors
Impact analysis Number of visitors	1. Over 250k visits pa 2. Shared daytime use with education provider
Need Centre of population Access - travel to location; public transport routes; car parking No competing facilities	1. Easy to access car park, major public routes 2. No other local competing with school/community/commercial offers
Fitness for purpose Fit for future generations 21st Century design Inspirational school	1. Range of 21st century amenities - fitness, dance, activity studio, 3G, spa 2. Strategic standalone facility only in major population centre/visitor destination
Running cost Subsidy per user/sustainability	1. Subsidy per user under £1 to £1.20

- b. A rationalisation of facilities will result in 4 strategic, high quality, multi service leisure centres that are managed by the authority’s Sport and Leisure Service. The 4 strategic centres will be located in Risca, Caerphilly, and Newbridge, and one in the Bargoed/Aberbargoed areas to serve the north of the county borough. It is therefore anticipated that the other leisure centres would either transfer to school management (if they are joint use facilities located on a school site, subject to governing body approval) or could close completely.
- c. The Council will clarify the future swimming entitlement along with supporting the rationale for a sustainable programme of aquatic delivery also informing the need for future aquatic facilities.
- d. In terms of Outdoor Facilities, the Council will:
  - i. develop a plan to enhance and maximise the impact of outdoor spaces, playing fields, parks and informal recreational spaces, where possible utilising investment resulting from planning gain;
  - ii. maximise the use of 3G facilities for school, community and weekend competitive use alongside the grass pitch network, supporting the development of stronger sports clubs.

### 3. Sport and active recreation outreach and intervention programmes

The Council will continue to:

- a. Collaborate with schools to motivate children and young people to adopt and continue healthy active lifestyles through inspirational physical activity experiences whilst they are in education;
- b. Provide targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older people/less independent people lead healthy lives through low intensity, social and easy to access physical activities;
- c. Encourage and support federations of clubs sharing resources, helping to build stronger, more sustainable, and successful sports clubs;
- d. Provide essential support underpinning sporting success;
- e. Provide specialist interventions to reach targeted audiences where there is evidence of need and no other alternative provider;
- f. Lead the regional Active Gwent collaboration programme to increase participation in sport and physical activity in a way that has the greatest impact in Caerphilly.

**The Council will adopt a collaborative approach with schools to motivate children and young people to adopt and continue healthy active lifestyles...**



Caerphilly County Borough Council

# SPORT AND ACTIVE RECREATION STRATEGY 2019-2029



# EQUALITY IMPACT ASSESSMENT FORM

## 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.

<b>NAME OF NEW OR REVISED PROPOSAL *</b>	Caerphilly County Borough Sport & Active Recreation Strategy 2018-2028
<b>DIRECTORATE</b>	Communities
<b>SERVICE AREA</b>	Communities & Leisure
<b>CONTACT OFFICER</b>	Rob Hartshorn

**\*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.

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 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**.

## PURPOSE OF THE PROPOSAL

<b>1</b>	<p><b>What is the proposal intended to achieve?</b> <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The Council has identified the need and opportunity to develop a strategic approach to shape the future of its sport and active recreation services.</p> <p>The draft Strategy aims to establish a joined up vision for future provision, setting clear outcomes recognising the contribution that sport and active recreation makes to economic, social, environmental &amp; cultural well-being.</p>
<b>2</b>	<p><b>Who are the service users affected by the proposal?</b> <i>(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.)</i></p> <p>The draft Sport and Active Recreation Strategy affects the public generally and in particular current, potential and future users of the following:</p> <ul style="list-style-type: none"><li>• Outdoor and Indoor Sport and Leisure Facilities;</li><li>• Sports Development programmes;</li><li>• Staff</li></ul>

## IMPACT ON THE PUBLIC AND STAFF

<b>3</b>	<p><b>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?</b></p> <p><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> <p>Sport and active recreation provision is not a statutory requirement of Local Government in Wales. The Council heavily subsidises Sport and Leisure Services provision in Caerphilly. This subsidy is not necessarily strategically directed nor applied consistently which results in operational anomalies. Reducing revenue and capital resources need to be balanced against crucial health and well-being priorities and focus on making the most impact possible on health and well-being inequalities, which will facilitate continued provision of a range of opportunities to benefit our residents.</p> <p>The draft Strategy proposes a rationalisation of facilities to achieve a sustainable future service alongside investment of some savings to enhance the quality and customer offer at strategic sites.</p> <p>Whilst some existing facilities might close which may result in some users having longer travel time to facilities, all of the proposed strategic facilities are fully accessible, have ample disabled parking, and are accessible by public transport. All future provision will so far as reasonably practicable ensure geographic coverage across the county borough. Implementation ensures a fair and just allocation of resources that will provide for continued sport and active recreation provision into the future for the benefit of all.</p> <p>New and refurbished facilities will be more attractive and accessible to families and people with carers. An ongoing investment strategy will ensure that our leisure facilities are maintained and that equipment is replaced, making them more attractive to all users and improving access equally.</p> <p>A collaborative approach aims to motivate children and young people to adopt and continue healthy active lifestyles through inspirational physical activity experiences whilst they are in education, whilst also ensuring the learning environments are maximised for community use out of school hours.</p> <p>There is a coordinated approach between schools &amp; Caerphilly Adventures in the engagement of the Duke of Edinburgh Awards helping young people to gain skills for life delivering better educational, employment, and social outcomes for the benefit of all of our communities.</p> <p>The Council's sport and active recreation outreach and intervention provides targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older people/less independent people lead healthy lives through low intensity, social, and easy to access physical activities.</p>
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	<p>The draft Strategy aims to sustainable sport and active recreation provision that can be maintained at a level of service which is comparable with other Local Authorities. Facilities will be improved and the Council will take steps to mitigate any negative impacts and will work to address access for older people, younger people, and disabled people who rely on forms of transport other than private cars.</p>
	<p><b>Actions required:</b></p> <ol style="list-style-type: none"><li>1. Undertake consultation on the draft Sport and Active Recreation Strategy.</li><li>2. Review this consultation stage Equality Impact Assessment following consideration of consultation responses received.</li><li>3. Take steps to mitigate any negative impacts due to longer travel distances and work to address access for people who rely on forms of transport other than private cars.</li></ol>

4. What are the impacts of the proposals?					
Protected Group		Positive Impact?	Negative Impact?	No Specific Impact	What will the impact be? If the impact is negative how can it be mitigated? (action)
Gender	Male			X	
	Female			X	We provide female only activities as part of our routine service delivery. <b>Action: Sustain female only activities at existing service levels.</b>
	Transgender			X	The Council is sensitive to issues around changing, but has not had any representations' or engagement on this issue to date.
Religion				X	
Race				X	There is no evidence available to the Council to suggest a negative impact due to race.
Disability		X	X		<p>Where leisure facilities are closed people with disabilities may be more greatly affected if this results in longer travel times to alternative facilities. However, all of the proposed strategic facilities are fully accessible, have ample disabled parking, and are accessible by public transport.</p> <p>The draft Strategy aims to sustain sport and active recreation provision in the county borough alongside investment of some savings to enhance the quality and customer offer at strategic sites. It provides the opportunity to promote and increase participation in sport and active recreation.</p> <p>New and refurbished facilities will be more attractive and accessible to families and people with carers. An ongoing investment strategy will ensure that our leisure facilities are maintained and that equipment is replaced, making them more attractive to all users and improving access equally.</p> <p>In promoting a sustainable vision for sport and leisure provision it is recognised that participation in physical activity can have a</p>

					<p>positive effect on both mental and physical health. In particular levels of cardio vascular disease and type 2 diabetes are particularly high in the county. Participation in a physical activity can significantly reduce the risks for both existing sufferers and those most vulnerable.</p> <p><b>Action: Take steps to mitigate any negative impacts and work to address access for disabled people who rely on forms of transport other than private cars.</b></p> <p><b>Action: Use the consultation process to seek views and information from individuals and from groups representing disabled people.</b></p>
Sexual Orientation				X	
Age	Older People	X	X		<p>The draft Strategy aims to sustain sport and active recreation provision in the county borough alongside investment of some savings to enhance the quality and customer offer at strategic sites. It provides the opportunity to promote and increase participation in sport and active recreation. However there may be some negative impact where there are increased travel distances following any rationalisation of facilities.</p> <p>The Council's sport and active recreation outreach and intervention provides targeted support to help keep older people involved and active in local communities helping local organisations to provide ways of supporting older people/less independent people lead healthy lives through low intensity, social and easy to access physical activities.</p> <p>We will also support individuals by providing specialist interventions to reach targeted audiences in our communities where there is evidence of need and no other alternative provider.</p>

					<p><b>Action: Take steps to mitigate any negative impacts and work to address access for older people who rely on forms of transport other than private cars.</b></p> <p><b>Action: Use the consultation process to seek views and information from individuals and from groups representing older people.</b></p>
	Children and Younger People (Under 25)	X	X		<p>The draft Strategy aims to sustain sport and active recreation provision in the county borough for future generations alongside investment of some savings to enhance the quality and customer offer at strategic sites. It provides the opportunity to promote and increase participation in sport and active recreation. However there may be some negative impact where there are increased travel distances following any rationalisation of facilities.</p> <p>Young people attending schools where there was joint use would benefit from access to enhanced sport and leisure facilities during the school day. A joint sport and active recreation and schools strategy will be pursued to achieve a single, shared outcome of more young people becoming active adults through more inspirational learning experiences.</p> <p>A collaborative approach with schools to motivate children and young people to adopt and continue healthy active lifestyles through inspirational physical activity experiences whilst they are in education.</p> <p><b>Action: Take steps to mitigate any negative impacts and work to address access for younger people who rely on forms of transport other than private cars.</b></p> <p><b>Action: Action: Use the consultation process to seek views and information from individuals and from groups representing younger people.</b></p>
Marriage & Civil Partnership				X	

Pregnancy & Maternity				X	We have identified no adverse impact as long as pre and post natal classes are sustained at existing service levels.
Socio-economic Background		X			<p>All future provision will be accessible by public transport and will ensure, so far as reasonably practicable, geographic coverage across the county borough. Implementation ensures a fair and just allocation of resources that will provide for continued sport and leisure provision into the future for the benefit of all.</p> <p>The draft Strategy proposes a financially sustainable vision to secure sport and active recreation provision in the county borough into the future. In doing so any financial pressure to increase prices for customers is reduced thereby promoting accessibility across socio-economic groups.</p> <p>The Strategy proposes the redevelopment of Caerphilly Leisure Centre which is in the vicinity of the most deprived locality (St James 3) in the whole of Wales as defined within the Wales Index of Multiple Deprivation.</p> <p>The Council's unique role will focus on:</p> <ol style="list-style-type: none"> <li>I. Working with others to make the best use of all available opportunities, facilities, funding and people;</li> <li>II. Making better and more innovative use of the widest possible range of indoor and outdoor physical activity spaces across all communities;</li> <li>III. Specialist interventions in approaches and places that will have the greatest long term health impact on priority target audiences in our communities and where no others are in a position to provide such assistance.</li> </ol>

5	<p><b>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.</b></p> <p><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> <p>The draft Sport and Active Recreation Strategy will not have any effects on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</p>
	<p><b>Actions required:</b> None</p>

## INFORMATION COLLECTION

6	<p><b>Is full information and analysis of users of the service available?</b>  <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> <p>In 2016 26.9% of people in the county borough aged 16-64 were disabled as defined by the Equalities Act.  In the 2011 Census 97.6% of the population are identified as English/Welsh/Scottish/Northern Irish/British.  50.7 are identified as being of Christian religion with 48.32% identified as having no religion or religion not stated.  50.95% of the population of the county borough were female and 49.05% male.</p> <p>There are limitations in the data that we hold, but information analysis of 152,000 Sport and Leisure service users who hold Smartcards is as follows:  43% male, 52% female, 5% unspecified;  1.3% disabled;  3 different ages groups comprising of 50.9% aged 25-64, 35.9% under 25 and 13.2% over 64.  95.1% of Smartcard holders identified as English/Welsh/Scottish/Northern Irish/British</p> <p>We do not hold data regarding other services users or other protected characteristics.</p>
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	<p><b>Actions required:</b> We have highlighted above limitations in the information that we hold, but will use the consultation process to strengthen this position and will be engaging directly with:</p> <p>Youth forum  50+ forum  Age Cymru  Deafblind.org  RNIB Cymru  Action Hearing Loss Cymru  BDA  Disability Can Do  Caerphilly County Borough Access Group  Caerphilly People First  Disability Sports Wales  Caerphilly Borough Mind  Gwent Education Multi-Ethnic Service (GEMS)  Race Equality Council  SEWREC  Umbrella Cymru  LGBTQ+ youth group  Stonewall Cymru  Menter Iaith  Welsh Language Forum including Meithrin etc.</p>
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**CONSULTATION**

<p><b>7</b></p>	<p><b>What consultation has taken place?</b>  <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> <p>Full public consultation is proposed. Organisations representing those with protected characteristics will be consulted directly.</p>
	<p><b>Actions required: 1. Full consultation.</b></p>

## MONITORING AND REVIEW

<p><b>8</b></p>	<p><b>How will the proposal be monitored?</b>  <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> <p>There are limitations in the data that we hold and the intention is to use this consultation process to strengthen our understanding.</p>
	<p><b>Actions required:</b></p> <ol style="list-style-type: none"> <li>1. Continue to review customer feedback via established Sport &amp; Leisure Service systems.</li> <li>2. Review this consultation stage EIA following consideration of consultation responses.</li> </ol>
<p><b>9</b></p>	<p><b>How will the monitoring be evaluated?</b>  <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>Sport and Leisure Services operate a robust, systematic Customer Comments process that is regularly reviewed for trend data.</p> <p>Regular engagement with groups, clubs and organisations</p> <p>Customer Satisfaction survey and Net Promotor Score process</p>
	<p><b>Actions required:</b> 1. Consideration given to all observations and responses submitted as part of consultation process</p>
<p><b>10</b></p>	<p><b>Have any support / guidance / training requirements been identified?</b>  <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> <p>No</p>
	<p><b>Actions required: None</b></p>
<p><b>11</b></p>	<p><b>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.</b></p> <p>The proposal will ensure future sport and active recreation provision in the county borough alongside investment of some savings to enhance the quality and customer offer at strategic sites. It provides the opportunity to promote and increase participation in sport and active recreation.</p>



## Disability

All of the proposed strategic facilities are fully accessible and accessible by public transport.

New and refurbished facilities will be more attractive and accessible to families and people with carers.

In promoting a sustainable vision for sport and active recreation provision it is recognised that participation in physical activity can have a positive effect on both mental and physical health. In particular levels of cardio vascular disease and type 2 diabetes are particularly high in the county. Participation in a physical activity can significantly reduce the risks for both existing sufferers and those most vulnerable.

## Gender

We provide female only activities as part of our routine service delivery.

## Age

As identified in Section 3 above young people will positive benefit from the enhanced collaboration between the Sport and Leisure service and schools as well as from the strengthening of the Duke of Edinburgh Award scheme.

New and refurbished facilities with modern equipment will be particularly attractive to young people and therefore enhance accessibility.

## **Summary of Proposed Actions:**

- 1. Undertake full consultation on the draft Sport and Active Recreation Strategy including direct consultation with organisations representing groups with protected characteristics.**
- 2. Use the consultation process to seek views and information from individuals and from groups representing those with protected characteristics..**
- 3. Review this consultation stage Equality Impact Assessment following consideration of consultation responses received.**
- 4. Take steps to mitigate any negative impacts due to longer travel distances and work to address access for people who rely on forms of transport other than private cars.**
- 5. Sustain female only activities at existing service levels.**
- 6. Continue to review customer feedback via established Sport & Leisure Service systems.**

12	<b>What outcome does this Equality Impact Assessment suggest you take?</b> You might find that more than one applies. Please explain why you have come to this decision.	
	Outcome 1	<b>No major change needed</b> – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken
	Outcome 2	<b>Adjust the policy</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
	Outcome 3	X <b>Continue the policy</b> despite potential for negative impact.
	Outcome 4	<b>Stop and rethink the policy</b> when the EIA shows actual or potential unlawful discrimination.
<p><b>Our Assessment is Outcome 3 – Continue the Policy</b></p> <p>We have reached this conclusion because although the potential for some negative impacts have been identified actions are proposed to mitigate these and the impacts are outweighed by the overall benefits of ensuring sustainable sport and active recreation provision across the county borough. This assessment will be kept under continuing review throughout the consultation process.</p>		

<b>Completed by:</b>	Rob Hartshorn
<b>Date:</b>	4 <sup>th</sup> June 2018
<b>Position:</b>	Head of Policy and Public Protection



## REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 26TH JUNE 2018

**SUBJECT:        DECriminalisation of Parking – Stage 2 Report**

**REPORT BY:     Interim Corporate Director – Communities**

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### **1.        PURPOSE OF REPORT**

- 1.1       To update Members on the progress with pursuing Civil Parking Enforcement Powers, and to seek the views of Members on the proposals for implementation and issues to be considered prior to presenting recommendations to Cabinet.

### **2.        SUMMARY**

- 2.1       In light of the feasibility study of creating a Civil Enforcement Area and Special Enforcement Area across the Council's administrative area, Cabinet resolved on 28 February 2018 to adopt an implementation model for Civil Parking Enforcement (CPE) where on street enforcement is undertaken in house and to collaborate with another, or other, local authorities for the back office notice processing and administration.
- 2.2       The decision also included an instruction to undertake the Traffic Regulation Order review necessary to prepare the application to Welsh Government to secure the CPE powers. The current planned 'Go live' date for CPE is April 2019. This report sets out the proposals and recommendations to be undertaken to implement the decision and the issues requiring further consideration that will assist in achieving this implementation date.

### **3.        LINKS TO STRATEGY**

- 3.1       Road safety delivery which includes CPE 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
  - 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.
- 3.3       CPE will contribute to the Authority's Well Being Objective 4: Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment.

## 4. THE REPORT

4.1 The findings of the feasibility study of creating a Civil Enforcement Area and Special Enforcement Area (CEA/SEA) across the Council's administrative area was presented to the Regeneration and Environment Scrutiny Committee on the 17 December 2017. Subsequently Cabinet resolved on 28 February 2018 to adopt an implementation model for Civil Parking Enforcement (CPE) where on street enforcement is undertaken in house and to collaborate with another, or other, local authorities for the back office notice processing and administration (Model B2 as referenced in the Stage 1 report). The decision also included an instruction to undertake the Traffic Regulation Order (TRO) review necessary to prepare the application to Welsh Government (WG) to secure the CPE powers.

### 4.2 CPE Implementation Timescale

4.2.1 Following discussions with Gwent Police their latest position is to withdraw from parking enforcement duties at the end of December 2018. The current planned 'Go live' date for CPE is April 2019. This will be extremely challenging to meet given the statutory process to be followed and the preparation necessary for successful implementation. Further discussions will be held with Gwent Police to try and negotiate an extension to their withdrawal that allows the Council to have everything in place before the actual go live date and to ensure there is a smooth transition of responsibilities.

4.2.2 The situation is common to all five local authorities in the Gwent Police service area, all of whom have now decided to pursue CPE powers.

### 4.3 Key Actions for CPE Implementation

4.3.1 The following key actions are in hand or planned in order to prepare for implementation by the go live date:

- Undertake the TRO review and identify what remedial actions are necessary for CPE implementation (May – October 2018)
- Prepare and submit CPE application to WG including statutory consultation - as per the Stage 1 report section 4.6 (May 2018 – December 2018)
- Undertake remedial works to TRO lining and signing (September – December 2018)
- Prepare and process TRO consolidation order (September – December 2018)
- Negotiate back office and set up in house service (April 2018 – January 2019)
- 'Go live' ( April 2019)

### 4.4 Issues

4.4.1 TRO review & CPE application: following a competitive tendering process the services of RTA Associates have been commissioned to undertake the work and provide specialist technical advice. As RTA undertook the initial feasibility study, there will be an element of continuity that assists with meeting the challenging delivery timescale.

4.4.2 TRO lining and signing remedial works: this will be the subject of a separate commissioning exercise the extent and scope of which will be determined by the findings and outcome of the TRO review. All TRO lines and signs must be in an acceptable condition for enforcement to enable CPE powers to be secured and implemented. This work can be phased if necessary with the main towns and settlements given priority.

4.4.3 TRO consolidation order: this is necessary to ensure that the current TRO and the lines and signs on the ground match. This is to avoid any ambiguity for road users, have confidence that Penalty Charge Notices (PCNs) issued are correct and valid and minimise the number of appeals received with valid grounds. Whilst this exercise is ongoing Officers will be unable to process any changes to parking restriction related TROs during 2018/19. Consideration of all outstanding, and any new, requests for changes to parking restrictions will be deferred until 2019/20 after CPE is implemented.

- 4.4.4 Notice processing and administration: Cabinet agreed that the functions necessary for notice processing and administration (including the appeals process) be managed by an external back office. Within Wales the main existing back offices that service the 17 local authorities that currently enforce CPE are Cardiff, Neath Port Talbot and Rhondda Cynon Taff (RCT) councils and the Wales Penalty Processing Partnership (WPPP). The largest and most established, WPPP, is operated by Denbighshire County Council on behalf of 10 Welsh local authorities. Whichever back office is eventually secured, there will be a need to invest in new IT equipment to ensure compatibility of systems and provision of an effective service.
- 4.4.5 Each back office charges a fixed fee per PCN for their services which range from £4.90 to over £10.00 with £5.25 considered to be a reasonable average. Initial discussions have been held with RCT who provide a service for Merthyr County Borough Council as well as themselves under the guise of the South Wales Parking Group (SWPG). They have indicated that they have sufficient capacity to accommodate CCBC's anticipated level of PCNs (approximately 11,200 per annum) at a fixed cost of around £4.90 - £5.20 per PCN. This represents good value for money when compared to the average for Wales and it is proposed that Caerphilly reaches a formal agreement with RCT for them to manage the back office on CCBC's behalf. Should an acceptable agreement not be achievable then alternative arrangements would be negotiated and approved under the delegations sought (see 5.1).
- 4.4.6 Uniformity – Highway owned, Countryside and Tourism car parks: the CEA/SEA must include any off-street car parks currently enforced by CCBC under the 1984 Road Traffic Regulation Act, in order to provide a uniform enforcement capability in all CCBC parking areas. This would include the pay and display car parks in the Council's country parks and Cwmcarn visitor centre that are currently managed and enforced by the Countryside and Tourism sections. This means that the countryside car parks (at Parc Cwm Darren, Penyfan, Sirhowy Valley, Parc Penallta and Bargoed) and tourism car park at Cwmcarn visitor centre will need to be included in the CPE application. At present enforcement is undertaken by Countryside and Tourism staff however, it is proposed for consistency that responsibility for enforcement of these car parks be transferred to the Civil Enforcement Team. The current level of enforcement undertaken by the Countryside and Tourism staff in these car parks is minimal and limited by the availability of staff resources. This transfer of enforcement responsibility would strengthen the monitoring and provide a consistent approach across the authority.
- 4.4.7 Parking Enforcement Operational Policy: it will be necessary for CCBC's enforcement protocol to be revised such that it aligns with national operational guidance for CPE, in order to maintain a consistent approach and compliance with this national framework, and also to ensure that the lowest number of PCNs are raised and cancelled. This will not only affect the way in which PCNs are issued, but also the way in which appeals are considered and determined. Examples of how this could affect the current service are provided below:
- At present no period of grace is allowed for vehicles parked in a free limited waiting car park, however under CPE national guidance it is recommended that 10 minutes be given.
  - At present all ECNs (Excess Charge Notices) issued for failure to display a ticket or blue badge in the Council's Highway owned off street car parks are waived/cancelled if a valid ticket / blue badge is subsequently produced. This would need to change such that, for example, PCNs are only cancelled for first time offenders.
- 4.4.8 The formation of an SEA would grant CCBC the powers to enforce on road parking such as double yellow lines, double parking, and parking over dropped footways (driveways), however careful consideration needs to be given as to how these powers would be enacted because of the range of localised sensitivities that exist e.g. a neighbouring authority has taken the decision to enforce dropped kerbs in town centres but not driveways in residential areas as they have found that this is too contentious/difficult to resolve in a consistent manner. As such, obstructions of this nature are referred to the police for them to deal with using their existing powers of enforcement. It should also be noted that the formation of a CEA/SEA would not grant CCBC the powers to deal with obstructive parking on footways and this responsibility would remain with Gwent Police.

- 4.4.9 Displacement: unless enforcement is applied in a uniform manner across a geographic area, there is a risk of displacement of parked vehicles, causing other, more serious problems.
- 4.4.10 Resident Permit Parking Policy: the Policy has been in existence since the beginning of this Authority in 1996 but was last reviewed in 2012 via a report to the Regeneration and Environment Scrutiny (on the 17<sup>th</sup> July 2012) (see background papers). The recommendations were endorsed by the Committee and subsequently approved by the Council's Cabinet on the 31<sup>st</sup> July 2012. The existing schemes in Abercarn, Blackwood, Cwmcarn, Risca, Newbridge, and Rhymney operate within the agreed limits. Amendments to the times of operation and number of permits issued would be needed in Caerphilly, Bargoed, Ystrad Mynach and Nelson. The agreed policy requires a £30 charge be made for the issue of permits to cover administration and maintenance costs. No charges are payable by residents at present for any existing schemes within the borough because the TROs predate the introduction of the current resident permit parking policy. It is proposed that all existing resident permit parking schemes within the borough will be consolidated (as part of the TRO consolidation order) to bring them in line with the policy and ensure consistency across the borough.
- 4.4.11 Clamping and Removals: it is not envisaged that measures for clamping and removals will be necessary for parking contraventions. However, it is proposed that the powers to undertake clamping and removals be sought in the CPE application to WG, so they can be brought into use at any time in the future should a policy on the use of clamping and removals be developed.
- 4.4.12 Bus Lane Enforcement: At present there is very little bus lane provision within the county borough so compliance and enforcement has not been a concern. However, it is possible that additional bus lanes may be considered as part of future public transport infrastructure improvements. Therefore it is proposed to seek the powers for bus lane enforcement to retain the option for the Council to undertake such enforcement in the future if deemed necessary.
- 4.4.13 Cashless payment: With the procurement of a new or upgrading of the existing IT system or back office service provider, it is proposed that CCBC should adopt the introduction of cashless parking and virtual permits in relation to CPE. Cashless parking is most commonly thought of as pay by phone but there are an increased number of methods to pay for parking electronically within the parking industry. Virtual permits that can be applied for and paid for on line also have an impact on staff input and help to eliminate human error when processing applications. It is normal for the cashless pay by phone system to stand alone from any CPE IT system and simply interface with the CEOs handhelds in real time via the IT system. This also allows flexibility when wishing to re tender the cashless parking contract as new technology comes on line in the future. It is recommended that any cashless parking system be procured remote and separate to a CPE IT service provider. Real time information for the CEOs to link into while on patrol is the way forward.
- 4.4.14 PCN targets: It is illegal to set targets for the issue of parking tickets, and the resulting enforcement would have a significant adverse impact on the Council's reputation. This will be made clear in the formal publicity and public information.
- 4.4.15 Event management: The issue of special events in the County is of particular significance for discussion with Gwent Police. On such occasions, the nature of the responsibilities of both Gwent Police and CCBC as the Highway Authority would change, with Gwent Police losing aspects of their powers to enforce parking, yet the Civil Enforcement Officers (CEOs) having no powers to get involved in the direction of traffic. This new relationship will be discussed, and the need for parking enforcement understood between the organisations, with agreement reached as to how the resources would be best deployed in future, after CPE.
- 4.4.16 Community Safety Wardens: various Members have expressed a clear wish that the CEOs have a dual role in that they enforce other aspects of street management such as litter dropping and dog fouling. Whilst the legislation governing the CEO does not preclude this

dual enforcement role, the reality of achieving this is not straight forward because the Public Protection Environmental Health Enforcement Officer and Community Safety Warden roles are covered by both criminal and civil legislation, whereas the CEO role is only covered by civil legislation.

- 4.4.17 The financial forecasts in the feasibility study are based on CEOs spending 100% of their time on enforcement. Should their time be split undertaking other enforcement duties, this would have a direct adverse impact on the level of PCNs issued and income received, and possibly result in an annual operating deficit. Officers will look to maximise the use of dual roles where practical but it is proposed to implement the CEO role initially under CPE to avoid any delays to its implementation. In parallel work on combining the roles will be progressed and implemented at the earliest opportunity, and this will require the existing scheme of delegations under the Council's constitution to be reviewed and amended accordingly. It is proposed that a six month trial period is undertaken to evaluate the effectiveness of utilising a dual role for CSW/CEO. The outcomes will be considered by officers to conclude whether a combined role is viable for future service delivery.
- 4.4.18 Public expectation/demand: it is anticipated that CPE will generate a significant level of public interest and demand which is currently being received and managed by Gwent Police. In order to be able to deal with this increased number of service requests it will be necessary to develop new customer relation protocols and/or systems via the Customer Services team.
- 4.4.19 Publicity: it is proposed to widely publicise the change in enforcement regime and introduction of CPE powers via a variety of media in advance of the 'Go live' date to give road users plenty of forewarning before enforcement begins. A communications strategy will be developed and implemented to ensure a clear and concise message is conveyed to the public on the approach that will be implemented and the timeframes involved,
- 4.4.20 Collaboration: is proposed to utilise RCT (or other local authority provider if agreement is not reached with RCT) for the notice processing and administration of the back office, however, the possibility of future collaboration with other local authorities for CEO enforcement has not been discounted. Should any opportunities for further collaboration in the future be given serious consideration, the proposals would be put before Members for discussion.
- 4.4.21 Officers will be progressing all of the above issues between now and the 'Go live' date as part of the actions and implementation plan, not all of which may be fully resolved given the challenging timescale. This requires formal resolutions and delegations to enable officers to successfully take this forward as set out below.

## **5. FORMAL RESOLUTIONS / DELEGATIONS**

- 5.1 In order to submit the formal application for Civil Parking Enforcement (CPE) powers to Welsh Government (WG) and progress the actions necessary for implementation, Cabinet will be asked to endorse the following recommendations:
- 1) To resolve to undertake CPE within the administrative boundary of CCBC and to support an application to the WG for a Civil Enforcement Area (CEA), Special Enforcement Area (SEA), and Bus Lane Enforcement powers under the provisions of the Traffic Management Act 2004 (the 2004 Act).
  - 2) To nominate and resolve that the Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability and Well-being of Future Generations be the Representative and Substitute Representative appointed to stand on the Joint Committee of England and Wales for the Civil Enforcement of Parking and Traffic Regulations outside London, which oversees the adjudication service known as the Traffic Penalty Tribunal (TPT).

- 3) To nominate and resolve that the Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability and Well-being of Future Generations be the Representative and Substitute Representative appointed to stand on the Joint Committee.
- 4) To adopt, for the purposes of consultation (see 4.3.1), penalty charge band Level 2 - £70/£50 in accordance with the national framework (and as used for the financial assessment in the feasibility study model B2).
- 5) To resolve that the powers to clamp and remove vehicles, parked in contravention of restrictions, be obtained as part of the application for CPE to the WG.
- 6) To approve the appointment of 'enforcement agents' to collect parking debts, should this approval be necessary.
- 7) To approve that the financial model for CPE is submitted to the WG (model B2 as referenced to in the Stage 1 report), as the required business case.
- 8) To delegate to the Corporate Director - Communities, in consultation with the Cabinet Member, the powers to:
  - a. Agree the details of the final CPE application and submit it to the WG for the adoption of CPE powers.
  - b. Agree, after appropriate consultation on the formal CPE application, the penalty charge band level.
  - c. Agree the terms, in conjunction with the Council's Head of Legal Services and Monitoring Officer, of any legal agreements that need to be entered into between the Council and the TPT, the Traffic Enforcement Centre and the DVLA in order to implement CPE.
  - d. Make any changes considered necessary in order to meet the requirements of the Traffic Management Act 2004, in light of current and future Statutory Guidance.
  - e. Take all steps necessary to introduce appropriate 'Civil Enforcement Off-Street Parking Places Orders' in order to implement CPE in the Council's off street car parks and to meet the requirements of the 2004 Act.
  - f. Take all steps necessary to introduce appropriate 'Civil Enforcement On-street Traffic Regulation Orders' in order to implement CPE on the Council's highways and to meet the requirements of the 2004 Act.
  - g. Agree the extent and terms of the implementation of CPE, including the adoption of such further powers as may be expected by the WG and to take such other steps as are considered appropriate for the application and implementation of CPE to be successful.
  - h. Approve a communications strategy that will clearly set out when and how CPE will be introduced along with the enforcement approach that will be taken.

## **6. WELL-BEING OF FUTURE GENERATIONS**

- 6.1 This proposal contributes to the Well-being Goals as set out in Links to Strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act in that:
  - 6.1.1 Long term resourcing of operation and management solutions of this specialised service provision allows for more effective and predictable resource/ financial commitments going forward.



- 6.1.2 Taking direct control of CPE enables CCBC to increase prevention of parking disruption and congestion in conurbations contributing to well-being of its communities.
- 6.1.3 It forms part of an overall strategy integrating the traffic management of local roads to regional transport systems on which public transport, private users, cyclists and walking networks can operate.
- 6.1.4 Collaboration with other organisations and local authorities enables a more effective and efficient service delivery.

## **7. EQUALITIES IMPLICATIONS**

- 7.1 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.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 As set out in the Stage 1 report, the estimated cost for implementing the model approved under the Cabinet resolution (Model B2) is £487,000. This includes the TRO review (£115,000 – updated tender figure), signs and lines remedial works of £300,000 and set up costs of £72,000. There is also an additional £24,000 for the purchase of the specialist Parkmap mapping software for managing TROs and the notice processing. This brings the overall estimated total for implementation to £511,000.
- 8.2 Funding of £80,000 has previously been approved from Sirhowy Enterprise Way (SEW) reserves for the TRO review. It is proposed that the additional funding required totalling £431k should be provided from a further call on the SEW reserve (£291k) with the remaining balance of £140k being funded from Communities Directorate reserves. The Scrutiny Committee is asked to support this proposal prior to consideration by Cabinet.
- 8.3 The feasibility study (Stage 1 report) identified that the estimated income from ECNs would result in an operational deficit of approximately £17,000 for the first year and an annual operational surplus from year two that would cover all operational costs for CPE. After five years the cumulative operational surplus generated would be approximately £58,000. This assessment calculates the annual operational costs over the first five years of operation to vary between £215-245k with the number of PCNs issued annually varying between 10,000 and 11,250. Any surpluses are to be ring fenced to reinvest in CPE activities and other provisions in accordance with the requirements detailed within Section 55 (as amended) of the Road Traffic Regulation Act 1984.
- 8.4 Note this is based on the CEOs undertaking enforcement for 100% of their time. Should this be reduced because of other enforcement duties being undertaken (e.g. dog fouling), then it would probably result in a direct adverse impact on the level of PCNs issued and income received, and possibly result in an annual operating deficit.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 With CCBC directly managing enforcement, a slightly enlarged parking management structure will be required, including an additional 5.5 full time equivalent (FTE) CEOs. The job descriptions of the CEOs and management staff would need to be reviewed but all staff costs have been built in to the operating costs identified above. The existing scheme of delegations under the Council's constitution will also need to be reviewed and amended accordingly.
- 9.2 There is the potential for TUPE of Gwent Police staff to CCBC however, from initial discussions with Gwent Police this is not considered likely, especially since the role of Police Community Support Officers was expanded following the withdrawal of Traffic Wardens. This will be confirmed with Gwent Police as part of the future discussions.

## **10. CONSULTATIONS**

- 10.1 All responses from consultations have been incorporated in the report.
- 10.2 A Member's seminar was held on the 6<sup>th</sup> June 2018 and a verbal summary of the issues discussed /raised will be given at the Scrutiny Committee meeting.

## **11. RECOMMENDATIONS**

- 11.1 Members are asked to consider the report and give their views, particularly in respect of the issues identified in paras 4.4.1 – 4.4.21 and on the following recommendations proposed to be presented to Cabinet for approval:
  - 11.1.1 It is proposed that CCBC reaches a formal agreement with RCTCBC for them to manage the back office on CCBC's behalf.
  - 11.1.2 It is proposed, for consistency, that responsibility for enforcement of all Countryside and Tourism car parks be transferred to the Civil Enforcement team.
  - 11.1.3 It is proposed that all existing resident permit parking schemes within the borough need to be consolidated (as part of the TRO consolidation order) to bring them in line with the policy and ensure consistency across the borough.
  - 11.1.4 It will be necessary to develop new customer relation protocols and/or systems via the Customer Services team.
  - 11.1.5 It is recommended that any cashless parking system be procured remotely and separate to a CPE IT service provider.
  - 11.1.6 It is proposed to implement the CEO role initially under CPE to avoid any delays to its implementation. In parallel work on combining the role with CSWs will be progressed and implemented at the earliest possibility, if viable.
  - 11.1.7 Any financial surpluses from the operation are to be ring fenced to CPE activities and provisions in accordance with the requirements detailed within Section 55 (as amended) of the Road Traffic Regulation Act 1984.
  - 11.1.8 Seek the recommendations and delegations in 5.1 to facilitate the CPE application to WG and subsequent implementation.
  - 11.1.9 It is proposed to fund the additional costs of £431k for the TRO review and CPE set up costs from SEW and Communities Directorate reserves (i.e. £291k from SEW reserve and £140k from Communities Directorate reserve).

## **12. REASONS FOR THE RECOMMENDATIONS**

- 12.1 To allow Officers to progress the transfer of powers for CPE and to ensure its implementation at the earliest opportunity in 2019.

## **13. STATUTORY POWER**

- 13.1 The following enabling statutory powers apply for the decision under consideration.
  - 13.1.1 Traffic Management Act 2004.

- 13.1.2 The Civil Enforcement of Road Traffic Contraventions (General Provisions) (Wales) Regulations 2013.
- 13.1.3 The Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (Wales) Regulations 2013.
- 13.1.4 The Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) Removed Vehicles (Wales) Regulations 2013.
- 13.1.5 The Civil Enforcement of Road Traffic Contraventions (Approved Devices) (Wales) Order 2013.
- 13.1.6 The Civil Enforcement of Road Traffic Contraventions (Guidelines on Levels of Charges) (Wales) Order 2013.

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Consultees: Cllr. Sean Morgan – Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability and Well-being of Future Generations  
 Cllr. Tudor Davies – Chair of Regeneration and Environment Scrutiny Committee  
 Cllr. Christine Forehead – Vice Chair of Regeneration and Environment Scrutiny Committee  
 Cllr. Eluned Stenner – Cabinet Member for Environment and Public Protection  
 Cllr. Nigel George – Cabinet Member for Neighbourhood Services  
 Christina HARRY – Interim Chief Executive  
 Mark S Williams – Interim Corporate Director of Communities  
 Nicole Scammell – Head of Corporate Finance and S151 Officer  
 Stephen Harris – Interim Head of Corporate Finance  
 Marcus Lloyd – Head of Infrastructure  
 Rhian Kyte – Head of Planning and Regeneration  
 Robert Hartshorn – Head of Public Protection  
 Lisa Lane – Interim Monitoring Officer  
 Richard Crane – Principal Solicitor  
 Dean Smith – Principal Engineer (Traffic Management)  
 Phil Griffiths – Green Space Strategy and Cemeteries Manager  
 Paul Hudson – Marketing and Events Manager  
 Mike Eedy – Finance Manager  
 Shaun Watkins – Principal Personnel Officer  
 Anwen Cullinane – Senior Policy Officer – Equalities and Welsh Language  
 Kathryn Peters - Corporate Policy Manager  
 Ceri Edwards – Environmental Health Manager  
 Mike Headington - Green Spaces & Transport Services Manager

Background Papers:

Decriminalisation of Parking – Stage 1 report to Regeneration and Environment Scrutiny committee – 12 December 2017  
 Scoping of the countywide review of the operation and management of Highway owned Council car parks report to Regeneration and Environment Scrutiny committee – 29 March 2016  
 Management and enforcement of Highway owned public car parks report to Regeneration and Environment Scrutiny committee – 17 September 2013  
 Review of the resident permit parking policy report to Regeneration and Environment Scrutiny committee – 17 July 2012

Gadewir y dudalen hon yn wag yn fwriadol