

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 Charlotte Evans
(Rhif Ffôn: 01443 864210 Ebst: evansca1@caerphilly.gov.uk)

Dyddiad: Dydd Mercher, 8 Mai 2019

Annwyl Syr/Fadam,

Bydd cyfarfod **Cabinet** yn cael ei gynnal yn **Ystafell Sirhywi, Tŷ Penallta, Tredomen, Ystrad Mynach ar Dydd Mercher, 15fed Mai, 2019 am 10.30 am**. i ystyried materion a gynhwysir yn yr agenda canlynol. Mae croeso i chi ddefnyddio'r iaith Gymraeg yn y cyfarfod, a dylid rhoi cyfnod rhybudd o 3 diwrnod gwaith os ydych yn dymuno gwneud hynny. Bydd cyfieithu ar y pryd yn cael ei ddarparu ar gais..

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.

Christina HARRY
PRIF WEITHREDWR DROS DRO

A G E N D A

Tudalennau

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

Atgoffi'r Cyngorwyr a Swyddogion o'u cyfrifoldeb personol i ddatgan unrhyw fuddiannau

A greener place Man gwyrddach



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 Cyngorwyr a Swyddogion.

I gymeradwyo a llofnodi'r cofnodion canlynol:-

3	Cynhaliwyd y Cabinet ar 24ain Ebrill 2019.	1 - 4
I dderbyn ac ystyried yr adroddiad(au) canlynol y mae angen penderfyniadau gweithredol arnynt:-		
4	Strategaeth Rheoli Asedau Corfforaethol - Eiddo a Thir.	5 - 30
5	Adroddiad Adolygiad Eiddo 2019.	31 - 68
6	Strategaeth Toiledau Lleol.	69 - 172

Cylchrediad:

Cyngorwyr

C.J. Cuss, N. George, C.J. Gordon, Mrs B. A. Jones, P.A. Marsden, S. Morgan, L. Phipps, D.V. Poole a Mrs E. Stenner,

A Swyddogion Priodol.

SUT FYDDWN YN DEFNYDDIO EICH GWYBODAETH

Bydd yr unigolion hynny sy'n mynychu cyfarfodydd pwyllgor i siarad/roi tystiolaeth yn cael eu henwi yng nghofnodion y cyfarfod hynny, weithiau bydd hyn yn cynnwys eu man gweithio neu fusnes a'r barnau a fynegir. Bydd cofnodion o'r cyfarfod gan gynnwys manylion y siaradwyr ar gael i'r cyhoedd ar wefan y Cyngor ar www.caerffili.gov.uk. ac eithrio am drafodaethau sy'n ymwneud ag eitemau cyfrinachol neu eithriedig.

Mae gennych nifer o hawliau mewn perthynas â'r wybodaeth, gan gynnwys yr hawl i gael mynediad at wybodaeth sydd gennym amdanoch a'r hawl i gwyno os ydych yn anhapus gyda'r modd y mae eich gwybodaeth yn cael ei brosesu.

Am wybodaeth bellach ar sut rydym yn prosesu eich gwybodaeth a'ch hawliau, ewch i'r Hysbysiad Preifatrwydd Cyfarfodydd Pwyllgor Llawn ar ein gwefan <http://www.caerffili.gov.uk/Pwyllgor/Preifatrwydd> neu cysylltwch â Gwasanaethau Cyfreithiol drwy e-bostio griffd2@caerffili.gov.uk neu ffoniwch 01443 863028.



CABINET

COFNODION Y CYFARFOD A GYNHALIWDYD YN NHŶ PENALLTA, TREDOMEN, DDYDD MERCHER 24 EBRILL 2019 AM 10.30AM

YN BRESENNOL:

Y Cynghorydd D. Poole – Cadeirydd

Cynghorwyr:

C. Cuss (Gofal Cymdeithasol a Lles), N. George (Gwasanaethau Cymdogaeth), C.J. Gordon (Gwasanaethau Corfforaethol), Mrs B.A. Jones (Cyllid, Perfformiad a Llywodraethu), P. Marsden (Addysg a Chyflawniad), S. Morgan (Economi, Isadeiledd a Chynaliadwyedd), ac L. Phipps (Cartrefi a Lleoedd).

Ynghyd â:

R. Edmunds (Cyfarwyddwr Corfforaethol – Addysg a Gwasanaethau Corfforaethol) ac M. S. Williams (Cyfarwyddwr Corfforaethol Dros Dro – Cymunedau).

Hefyd yn Bresennol:

C. Jones (Cydllynydd y Fforwm Ieuenctid), J. Carpenter (Rheolwr Cyllid (Refeniw)), L. Lane (Dirprwy Swyddog Monitro) ac C. Evans (Swyddog Gwasanaethau Pwyllgor).

Imogen Jones – Fforwm Ieuenctid, Luke Parker – Fforwm Ieuenctid, a Lorna Mallon – Fforwm Ieuenctid.

1. YMDDIHEURIADAU AM ABSENOLDEB

Cafwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorydd E. Stenner (Amgylchedd a Diogelwch y Cyhoedd), C. Harry (Prif Weithredwr Dros Dro) a D. Street (Cyfarwyddwr Corfforaethol – Gwasanaethau Cymdeithasol a Thai).

2. DATGANIADAU O FUDDIANT

Datganodd y Cyng. S. Morgan fuddiant personol a rhagfarnol yn eitem 5 (Mabwysiadu Cynllun Llywodraeth Cymru 'Rhyddhad Ardrethi'r Stryd Fawr a Manwerthu' 2019/20 – Cyllid Grant) a gadawodd y cyfarfod wrth i'r Cabinet ystyried yr eitem.

3. CABINET – 10 EBRILL 2019

PENDERFYNWYD, yn amodol ar nodi y dylai Eitem 9 – Canolfan Hamdden Pontllanfraith (Tudalen 8) – ddatgan bod yr Arweinydd wedi cyfeirio at ohebiaeth e-bost a ddaeth i law oddi wrth Mr R. Lloyd, Ms K. Alderson a Ms L. Newman ac aethpwyd i'r afael â'r materion a gynhwyswyd ynddi, i gymeradwyo'r cofnodion fel cofnod cywir.

MATERION A OEDD ANGEN PENDERFYNIADAU'R WEITHREDIAETH

4. BLAENORIAETHAU'R FFORWM IAU A'R FFORWM IEUENCTID

Croesawodd y Cabinet gynrychiolwyr o'r Fforwm Ieuenctid a hysbysodd Aelodau o'r materion a godwyd gan Blant a Phobl Ifanc drwy Fforwm Iau a Fforwm Ieuenctid y Gwasanaethau Ieuenctid.

Rhoddwyd fideo a chyflwyniad i'r Cabinet a oedd yn amlinellu'r cynnydd a wnaed yn ystod y 12 mis diwethaf gan y Fforwm Iau a'r Fforwm Ieuenctid mewn perthynas â'r blaenoriaethau a nodwyd y llynedd. Yn ogystal, nododd yr adroddiad y blaenoriaethau y pleidleisiwyd arnynt a nodwyd ym mharagraffau 5.2 a 5.3 yn yr adroddiad. Cadarnhawyd mai'r mater blaenoriaeth gyffredinol ar gyfer y Fforwm Ieuenctid yw 'Iechyd Meddwl' – dylid gwella gwasanaethau gyda chymorth pobl ifanc a dylai pobl ifanc gael addysg cymorth cyntaf iechyd meddwl. Mater blaenoriaeth gyffredinol y Fforwm Iau yw 'mwy o ymwybyddiaeth o gymorth ar faterion cyffuriau ac alcohol'. Nodwyd y broses sy'n dilyn y gwaith adnabod materion ym mharagraff 2.2 yn yr adroddiad.

Diolchodd y Cabinet i'r Fforwm Ieuenctid am fynychu'r cyfarfod ac am ddarparu eu cyflwyniad addysgiadol a phroffesiynol. Sicrhaodd y Cabinet wrth y Fforwm Ieuenctid y bydd y blaenoriaethau'n cael eu hystyried a bydd y Cabinet yn gwneud popeth o fewn ei allu i gefnogi'r Fforwm Ieuenctid. Yn ogystal, diolchwyd i'r Fforwm Ieuenctid yn ei gyfanrwydd am ei waith yn ymwneud â digartrefedd y llynedd.

Trafododd yr Aelodau y blaenoriaethau o'r flwyddyn flaenorol a chanmolwyd y Fforwm am y dull cyfannol a'r gwaith a wnaed o ran mynd i'r afael â bwlio a chodi ymwybyddiaeth a chefnogaeth i'r bwlio yn ogystal â'r dioddefwr. Gofynnodd Aelod am eglurhad ynghylch a oedd cysylltiad rhwng rhai o'r materion a nodwyd gan y Fforwm Iau, megis Iechyd Meddwl, Troseddau Cyllyll a Digartrefedd. Cadarnhawyd bod cysylltiadau yn aml rhwng y materion hyn a bod angen dull cyfannol yn aml, ynghyd ag addysg, sy'n chwarae rhan allweddol wrth nodi'r achosion sylfaenol a mynd i'r afael â materion.

Cynhaliwyd trafodaethau ynghylch y blaenoriaethau presennol a gofynnwyd am eglurhad ynghylch manau gwyrddach a'r flaenoriaeth o ran chwarae anturus. Er bod nifer o barciau lleol yn y fwrdeistref, nodwyd bod ganddynt gyfyngiadau oedran ac amser yn aml a'u bod wedi'u hanelu at blant iau. Nid oes digon o ardaloedd i bobl ifanc (pobl ifanc yn eu harddegau) gymdeithasu, sy'n aml yn arwain at ymgynnull yng nghanol trefi ac mewn parciau.

Gofynnodd cynrychiolydd y Fforwm Ieuenctid, wrth nodi effeithiolrwydd addysg i hysbysu pobl ifanc a mynd i'r afael â materion allweddol, am eglurhad gan y Cabinet ar sut y gallai'r blaenoriaethau fwydo i mewn i'r Cwricwlwm am Oes newydd. Diolchodd y Cabinet i'r cynrychiolydd am y cwestiwn, a ystyriwyd, ond gan nad oedd Swyddogion o'r Gyfadran Addysg gyda'r arbenigedd perthnasol ar y cwricwlwm yn y cyfarfod, nid oedd yn bosibl darparu ymateb manwl, ond rhoddodd y Cabinet sicrwydd y bydd y blaenoriaethau'n cael eu hystyried a'u datblygu lle bo modd.

Trafododd y Cabinet dlodi misglwyf, a godwyd fel blaenoriaeth i'r Fforwm Ieuenctid. Nodwyd bod Grŵp Gorchwyl a Gorffen wedi'i sefydlu gyda'r nod o fynd i'r afael â'r materion sy'n gysylltiedig â thlodi misglwyf, fel darparu cynhyrchion am ddim i bobl ifanc mewn ysgolion, grwpiau ieuencid a llyfrgelloedd. Hefyd, datblygwyd 2 ffilm i'w defnyddio mewn gwersi Addysg Personol a Chymdeithasol gyda'r nod o gael gwared ar y stigma a'r embaras. Yn ogystal, mae ystyriaeth bellach ar y gweill ynglŷn â'r posibilrwydd o gynllun rhoddion a dulliau eraill i sicrhau bod darpariaeth gynaliadwy yn ei lle ar gyfer y tymor hir.

Ar ôl ystyried a thrafod, cynigiwyd ac eiliwyd, yn amodol ar gynnwys argymhelliad ychwanegol lle byddai Blaenoriaethau'r Fforwm Iau a'r Fforwm Ieuenctid yn cael eu cyflwyno i Bwyllgor Archwilio'r Gwasanaethau Cymdeithasol, i gymeradwyo'r argymhellion yn yr adroddiad. Cytunwyd ar hyn yn unfrydol drwy godi dwylo.

PENDERFYNWYD, am y rhesymau a gynhwysir yn Adroddiad y Swyddog ac yn amodol ar yr argymhelliad ychwanegol uchod:

- i) y bydd y Cabinet yn cefnogi blaenoriaethau'r Fforwm Iau a'r Fforwm Ieuencid;
- ii) cefnogi'r Fforwm Ieuencid o ran mynd i'r afael â'i fater blaenoriaeth, sef iechyd meddwl;
- iii) cefnogi'r Fforwm Iau o ran mynd i'r afael â'i fater blaenoriaeth, sef codi ymwybyddiaeth am gymorth o ran materion cyffuriau ac alcohol;
- iv) cefnogi'r materion a godwyd gan Blant a Phobl Ifanc wrth wneud penderfyniadau sy'n effeithio ar eu bywydau;
- v) *cyflwyno Blaenoriaethau'r Fforwm Iau a'r Fforwm Ieuencid hefyd i Bwyllgor Craffu'r Gwasanaethau Cymdeithasol.*

5. MABWYSIADU CYNLLUN LLYWODRAETH CYMRU 'RHYDDHAD ARDRETHI'R STRYD FAWR A MANWERTHU' 2019/20 – CYLLID GRANT

Datganodd y Cyng. S. Morgan fuddiant personol a rhagfarnol yn yr eitem hon fel perchennog eiddo masnachol, a gadawodd y cyfarfod wrth i'r Cabinet ystyried yr eitem.

Nodwyd bod Llywodraeth Cymru (LIC) wedi cyhoeddi cynllun rhyddhad ardrethi busnes dros dro, y 'Cynllun Rhyddhad Ardrethi'r Stryd Fawr a Manwerthu' ar gyfer y flwyddyn ariannol 2019/20 yn unig. Caiff y rhyddhad a roddir gan yr Awdurdod o dan y cynllun newydd ei addalu gan LIC drwy grant â therfyn arian parod ond, cyn dyfarnu unrhyw ryddhad, bydd yn rhaid i'r Awdurdod ystyried a mabwysiadu'r cynllun newydd.

Roedd yr adroddiad yn rhoi manylion am gynllun rhyddhad ardrethi newydd a gynigir gan LIC, ac roedd manylion y rhain wedi'u hamlinellu yn Atodiad 1 i'r adroddiad. Nododd y Cabinet fod mabwysiadu'r Cynllun newydd yn orfodol oherwydd mae LIC wedi pennu'r manylion ar gyfer y cynllun. Mae'n rhaid i'r Awdurdod fabwysiadu'r Cynllun newydd yn ffurfiol er mwyn cael arian grant LIC.

Diolchodd y Cabinet i'r Swyddog am yr adroddiad a chafwyd trafodaeth.

Gofynnodd Aelod, wrth nodi'r sylwadau o dan y pennawd "Hereditamentau â gwerth ardrethol o dros £50,000", fel y nodir yn y canllawiau, am ragor o wybodaeth am nifer y busnesau a allai fod yn gymwys i gael rhyddhad ardrethi yn ôl disgrisiwn (byddai hwn yn cael ei ariannu'n llawn gan y Cyngor), pe bai'r Cyngor yn arfer y disgrisiwn hwn. Eglurodd y Swyddogion fod y mwyafrif helaeth o fusnesau yn y Fwrdeistref yn gweithredu ar werth ardrethol is na hyn ac mae yna reolau penodol ynghylch busnesau eraill, fel Tesco, na fyddent yn gymwys o dan y cynllun Cymru gyfan oherwydd byddai cyfanswm y rhyddhad ardrethi, os caiff ei ddyfarnu, yn fwy na'r trothwy a gynhwysir yn rheolau Cymorth Gwladwriaethol de minimis.

Mynegwyd pryderon gan yr Aelodau mai cynllun rhyddhad dros dro yn unig yw'r cynllun ac felly ni all roi sicrwydd i fusnesau ar gyfer cynllunio ar gyfer y dyfodol. Eglurodd Swyddogion fod sawl math o ryddhad ardrethi ar gael i fusnesau, fel rhyddhad ardrethi busnesau bach, ac o ganlyniad, nid oes gan hyd at 50% o eiddo busnes unrhyw ardrethi i'w talu er eu bod yn agored i dalu ardrethi yn y fwrdeistref sirol.

Cynhaliwyd trafodaethau ynghylch y broses ymgeisio a nodwyd, er bod y Cyngor yn ymwybodol o'r mathau o eiddo a ddelir ar y rhestr ardrethi, fod y ffurflen yn gofyn am wybodaeth ar ddefnydd gwirioneddol yr eiddo. Rhagwelir y gallai'r rhyddhad ardrethi sydd ar gael o dan y cynllun hwn i fusnesau sy'n gweithredu yn y Fwrdeistref fod yn fwy na £1 filiwn,

fodd bynnag, mae'n aml yn anodd cael rhai busnesau i wneud cais am y rhyddhad ardrethi, er gwaethaf y nodiadau atgoffa, curo drysau, y cyfryngau cymdeithasol a bwletinau Newsline i annog pobl i gymryd rhan.

Yn dilyn ystyried a thrafod, cynigiwyd ac eiliwyd bod yr argymhelliad yn yr adroddiad yn cael ei gymeradwyo. Cytunwyd ar hyn yn unfrydol drwy godi dwylo.

PENDERFYNWYD, am y rhesymau a gynhwysir yn Adroddiad y Swyddog:-

- i) mabwysiadu 'Cynllun Rhyddhad Ardrethi'r Stryd Fawr a Manwerthu' 2019/20 (Cynllun 2019/20) ar unwaith, yn unol â'r canllawiau a nodir yn Atodiad 1 i'r adroddiad, a darpariaethau adran 47 (1) (a) ac adran 47 (3) o Ddeddf Cyllid Llywodraeth Leol 1988. Bydd y Pennaeth Cyllid Corfforaethol a Swyddog Adran 151 yn defnyddio pwerau dirprwyedig i ddyfarnu'r rhyddhad;
- ii) am y rhesymau a amlinellir yn 5.5 o'r adroddiad, i fabwysiadu'r cynigion i ganiatáu i ymgeiswyr llwyddiannus ar gyfer Cynllun Rhyddhad Ardrethi'r Stryd Fawr 2018/19 (Cynllun 2018/19), sy'n gymwys i dderbyn rhyddhad ardrethi o dan Gynllun 2019/20, i gael y rhyddhad ardrethi?? heb yr angen i wneud cais pellach;
- iii) ei gwneud yn ofynnol i drethdalwyr nad ydynt wedi llenwi'r ffurflen gais ar gyfer Cynllun 2018/19 i lenwi a dychwelyd ffurflen gais ar gyfer cynllun 2019/20. Pan fydd angen ffurflen gais, bydd yn rhaid i bob trethdalwr cymwys lenwi ffurflen o'r fath ar gyfer pob eiddo cymwys, a'i dychwelyd i'r Tîm Ardrethi Busnes.

Terfynwyd y cyfarfod am 11.28am.

Cymeradwywyd a llofnodwyd fel cofnod cywir yn amodol ar unrhyw gywiriadau a wneir yn y cyfarfod a gynhelir ar 15 Mai 2019.

CADEIRYDD



CABINET – 15TH MAY 2019

SUBJECT: ASSET MANAGEMENT STRATEGY – PROPERTY AND LAND

REPORT BY: INTERIM CORPORATE DIRECTOR, COMMUNITIES

1. PURPOSE OF REPORT

1.1 To seek Cabinet approval to implement the Asset Management Strategy – Property and Land.

2. SUMMARY

2.1 The current Asset Management (Land and Property) Strategy was adopted in 2011 and does not now fully reflect current and anticipated societal, service area, staffing and financial trends and pressures.

2.2 The revised Asset Management Strategy – Property and Land (appended to this report) sets out the strategy for the management of the Authority's property and land assets for the period 2019 to 2024.

3. RECOMMENDATIONS

3.1 That Cabinet approve the adoption and implementation of the Asset Management Strategy – Property and Land 2019 – 2024.

4. REASONS FOR THE RECOMMENDATIONS

4.1 To put in place a strategy for managing the Authority's buildings and land portfolio that reflects current and anticipated societal, service area, staffing and financial trends and pressures.

5. THE REPORT

5.1 The current Asset Management (Land and Property) Strategy was adopted in 2011 and does not now fully reflect current and anticipated societal, staff and financial trends and pressures.

5.2 The Asset Management Strategy – Property and Land sets out the strategy for the management of the Authority's property and land assets for the period 2019 to 2024.

5.3 The overarching objective is to have the appropriate property and land, in the right place, operating in the right way, to facilitate safe and effective delivery of the Council's services taking due account of the of all relevant Council policies including the Corporate Plan, Well Being of Future Generations, Equalities Policy and in alignment with Caerphilly's transformation and financial planning agendas.

- 5.4 The strategy recognises that budget pressures mean rationalisation of the property and land estate is a necessity. Key elements are detailed below.
- 5.5 Decisions taken in relation to operational buildings will be informed by the relevant Service Area Asset Management Plan with the location and suitability, cost of retaining and the likely market value key considerations. In particular the need to retain leased in buildings will be challenged.
- 5.6 Workforce trends and opportunities for agile working will allow further rationalisation of the Corporate Office portfolio. The strategy proposes that the Tredomen campus is better utilised with outlying corporate offices progressively rationalised, again with leased in buildings under particular scrutiny.
- 5.7 Where the income from leased out buildings and land does not cover the cost of retaining these assets such leases will only be renewed where directed by Cabinet after consideration of all available options including viable community interest proposals.
- 5.8 Where surplus land is suitable for residential redevelopment the strategy proposes such land is progressively released to the market or otherwise developed to assist in the supply of new houses in the borough. Steps will be taken to ensure residential developments on such land deliver affordable housing in line with the Planning & Development Policies wherever possible.
- 5.9 The strategy notes that acquisitions will be considered where clear strategic or operational benefits for the Authority can be demonstrated. Such benefits could include securing a net revenue income or supporting economic development.

6. ASSUMPTIONS

- 6.1 The report assumes that Austerity will continue and that the Authority's asset rationalisation programme will consequently need to continue in accordance with the principles set out in the Asset Management Strategy.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The report links to the emerging Community Asset Transfer Policy as well as the Corporate Plan 2018-2023

7.2 Corporate Plan 2018-2023

The report contributes towards or impacts the Corporate Well-being Objectives as follows:

- Objective 1 ***Improve Education Opportunities For All***
Many buildings, in addition to schools within our portfolio, provide educational opportunities e.g. libraries, youth centres, adult education facilities
- Objective 2 ***Enabling Employment***
There are several buildings utilised by adult education who are aiding citizens of the borough to improve their employability options, through basic skills etc. Furthermore, the industrial units portfolio supports over 400 businesses in the borough.
- Objective 3 ***Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being***
By ensuring land with residential potential is reviewed and supported where suitable to promote affordable housing in the borough.

Objective 5 ***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.***

Numerous buildings and land within the Council portfolio are utilised to undertake a healthy lifestyle e.g. parks, leisure centres etc.

Objective 6 ***Support citizens to remain independent and improve their well-being.***

Numerous buildings promote independent living providing support e.g. community buildings holding groups and classes, day centres etc.

7.3 There are further links to a number of other specific policies and strategies, namely.

- Medium Term Financial Plan 2016 – 2021.
- Conservation Strategy 2014 – 2019.
- Local Housing Strategy.
- 21st Century Schools Programme.
- Sport and Active Recreation Strategy 2019 – 2029.
- Emerging Community Asset Transfer Policy.
- Service Transformation Strategy (in development).

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report links directly to the Well-being goals within the Well-being of Future Generations Act (Wales) 2015:

Many buildings in addition to schools within our portfolio provide educational opportunities e.g. libraries, youth centres, adult education facilities.	A Prosperous Wales, A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language, A Healthier Wales, A Globally Responsible Wales.
There are several buildings utilised by adult education who are aiding citizens of the borough to improve their employability options, through basic skills etc.	A Prosperous Wales, A More Equal Wales, A Healthier Wales, A Globally Responsible Wales.
By ensuring land with residential potential is reviewed and supported where suitable to promote affordable housing in the borough,	A Prosperous Wales, A Resilient Wales A Wales of Cohesive Communities A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language, A Healthier Wales, A Globally Responsible Wales.
Numerous buildings and land within the Council portfolio are utilised to undertake a healthy lifestyle e.g. parks, leisure centres etc.	A Prosperous Wales, A Healthier Wales, A More Equal Wales, A Resilient Wales
Numerous buildings promote independent living providing support e.g. community buildings holding groups and classes, day centres etc.	A Healthier Wales A More Equal Wales

8.2 The report is consistent with the five ways of working as defined within the sustainable development principle in the Act in that it supports:

- Long Term The Asset Management Strategy provides longer term asset management solutions and allows for more effective and predictable resource and financial commitments in the future, and we will balance short term needs with the need to safeguard the ability to meet long term generational needs, where those long term needs are identifiable
- Prevention Carefully prioritised budget commitment for planned maintenance regimes will afford timely proactive response, thus ensuring the asset is best maintained and safe for use. Confidence in developed future maintenance programmes will prevent unnecessary deterioration of the assets and lessen the burden of reactive responses, promoting a more efficient use of finite budgets.
- Integration An efficient and effective property portfolio will support the council in carrying out its activities and meet its objectives where there are property requirements. The Asset Management Strategy is predicated on all areas functioning in an integrated manner to ensure the efficient and effective management of Property and Land Assets within the authority.
- Collaboration The Asset Management Strategy is based upon a collaborative approach bringing service departments together through Property Services to deliver not only a planned maintenance regime across the council but also promoting dialogue across service divisions.
- Involvement The Asset Management Strategy - Property & Land explains the Council's long-term approach to achieving its aims, fulfilling its Vision and how the goals and objectives are to be delivered. The Strategy provides guidance for directing Property Services and its activities over the longer-term. The Asset Management Strategy (Land and Property) along with the individual service priorities directly influence the individual service area asset management plans. In accordance with the Council's Constitution the strategy encompasses *"All land and property owned by the Council, with the exception of tenancies of Council Houses, Council built garages and garage plots on Council housing land..."*
Property Services will ensure the Asset Management strategy and process is aligned with the Service Transformation Strategy which is in development.
The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

9. EQUALITIES IMPLICATIONS

- 9.1 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.

10. FINANCIAL IMPLICATIONS

- 10.1 Effective management and rationalisation of property assets in a key component of the Medium Term Financial Plan as the Authority aims to achieve the financial savings resulting from public sector austerity.

11. PERSONNEL IMPLICATIONS

- 11.1 There are no direct personnel implications arising from this report.

12. CONSULTATIONS

12.1 The report reflects the views of the consultees listed below.

13. STATUTORY POWER

13.1 Local Government Acts.

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Appendices:

Appendix 1 - Asset Management Strategy – Property and Land 2019 – 2024

Asset Management Strategy - Property & Land

Version:	Issue
Strategy Ratified By:	Interim Head of Property Services
Date:	April 2019
Review Year:	2024



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Section 1 Introduction

1.1 Asset Management System

The definition of Asset Management according to ISO 55000 Asset Management standard suite is as follows:

*“the coordinated activity of an organization to realise value from assets”*¹

where an asset is an:

*“item, thing or entity that has potential or actual value to an organization”*²

An efficient and mature Asset Management system is a set of coordinated activities including people, processes and systems and can provide the following benefits to companies of all sizes including public, private, not for profit etc.

- *“operate safely.*
- *meet its regulatory and statutory obligations,*
- *evaluate future business strategies for the delivery of differing performance, cost and tolerable risk profiles, and*
- *significantly reduce the cost of managing assets over their lives”*³

Property is a significant asset within Caerphilly County Borough Council's portfolio and it is essential that the property portfolio is managed and reviewed to ensure value is realised from these assets.

A mature Asset Management system can support the following:

- An improved understanding of assets including fitness for purpose, condition and utilisation that will inform decisions on acquisitions, disposals and improvements.
- Community Asset Transfer. Where appropriate communities can take over and maintain assets allowing the authority to focus on retained assets. This can also include the community managing services from buildings retained in the ownership of the authority.
- Collaboration with other public sector organisations. The Future Generations Act promotes partnerships with others in the public sector with assets pooled or shared based on community need. The Public Service Board, established with effect from 1st April 2016, will act as a conduit for shared building resource discussions.
- Assist in setting principles that can guide future investment decisions such as acquisition of buildings and land where the authority could derive a revenue income.
- Supporting front line services to operate efficiently by maximising land and building asset use.

The Asset Management Planning Process is set out Appendix A

This document sets out the strategy for the management of the Authority's land and building assets for the period 2019 – 2024 and is aligned with Caerphilly's transformation agenda.

¹ BS ISO 550000:2014 Asset Management Overview, Principles and terminology Clause 3.3.1

² BS ISO 550000:2014 Asset Management Overview, Principles and terminology Clause 3.2.1

³ Caerphilly County Borough Council Asset Management Strategy 2016- 2026 Section 1 Page 5 What is Asset Management?

1.2 Asset Management Framework

Caerphilly County Borough Council has an overarching Corporate Plan which sets out the Council's priorities and Well-being Objectives in line with the Well-Being of Future Generations (Wales) Act 2015.

The Corporate Asset Management Strategy sets out the linkages between the Council priorities and the Corporate Asset Management Objectives. The enduring objective of the Corporate Asset Management Strategy is *"To secure reliable asset performance in order to enable safe and effective delivery of the Council's priorities."*

The Asset Management Strategy - Property & Land explains the Authority's long-term approach to achieving our aims, fulfilling our Vision and how the goals and objectives are to be delivered. The Strategy provides guidance for directing Property Services and its activities over the longer-term. The Asset Management Strategy (Land and Property) along with the individual service priorities directly influence the individual service area asset management plans. In accordance with the Council's Constitution the strategy encompasses *"All land and property owned by the Council, with the exception of tenancies of Council Houses, Council built garages and garage plots on Council housing land..."*

Property Services will ensure the Asset Management strategy and process is aligned with the Service Transformation Strategy which is in development.

1.3 Delivery of the Strategy – Key Roles

Property Services

Property Services maintains records of Authority land and property, manages freehold and leasehold acquisitions and disposals and manages statutory testing, reactive and planned maintenance for the majority of Authority buildings. A significant exception is schools where responsibility is devolved.

Property Services holds and manages the asset management capital budget for the majority of the Authority buildings excluding schools. The capital strategy is aligned to the council's Medium Term Financial Plan (MTFP) and the asset management strategies.

Property Services also holds and manages an access budget which is used to improve the accessibility of Authority buildings and a carbon reduction loan scheme which helps building managers to implement energy reduction works..

Property Services' role, structure, responsibilities and key risks are set out in Appendix B

Asset Management Group - Land and Buildings

An Asset Management Group – Property & Land meets quarterly and is chaired by the Head of Property Services. The attendees include senior officers from all key service areas and the agenda includes delivery of the overarching strategies, updates on tasks arising from the strategy.

The Terms of Reference for the Asset Management Group – Property & Land are included in Appendix C

Service Areas

Individual service areas are responsible for producing Service Area Asset Management Plans (SAAMP) which will set out the service area vision for the future requirement in form and location of service delivery, and the potential consequences for land and property. The SAAMPs will directly inform and influence decisions taken by the Asset Management Group.

Section 2 Strategy Statements

2.1 Overarching Vision

“To have the appropriate land and property, in the right place, operating in the right way, to facilitate safe and effective delivery of the Council’s services”.

2.2 Our Principles

The service objectives have been aligned with the following principles in accordance with the Well-being of Future Generations Act seven goals and five ways of working⁴

We will pursue our strategies and plans in accordance with the following principles:

- *We will balance short term needs with the need to safeguard the ability to meet long term generational needs, where those long term needs are identifiable.*
- *We will communicate what we are doing and the progress we have made*
- *We will involve other persons in the development of our asset management strategies/plans to reflect the diversity of the people within the county borough*
- *We will work with other public services bodies to deliver (where possible) both joint asset management solutions, and complementary goals.*
- *We will seek to improve the quality of our environment through good asset management by ensuring our resources are deployed effectively.*
- *Quality of life and fit for purpose assets will be our main consideration, within imposed financial constraints.*
- *We will explore opportunities to secure sustainable revenue income and/or economic development by strategic acquisition*

The efficiency and suitability of the property portfolio will impact both the corporate well-being objectives and the Well-being for Future Generation Act 2015 goals. Please refer to Appendix D for more detail regarding the alignment between the relevant objectives.

The Council’s strategy for both buildings and land is set out below.

⁴ In Line with the Well-being of Future Generations Act (Wales) 2015

2.3 Property

The overarching objectives are:

1. To retain sufficient well maintained, accessible, safe, energy efficient and secure buildings to support and facilitate the current and future effective delivery of the Council's services.
2. To retain leased out buildings where they provide a net revenue income to the Council or where Cabinet direct they are retained to provide economic or social benefit to the borough.

Key considerations underpinning the overarching objectives:

- A. The suitability, the cost of retaining and the likely market value.
- B. The need to retain leased in buildings beyond the current lease term will be challenged.

2.3.1 Service Specific Operational Buildings

- In support of the overarching objective, the estate must be rationalised; the rationalisation will be driven by the individual Service Area Asset Management Plans (SAAMP), which will seek to retain buildings best fitting the service need having regard to location, size, layout, condition, residual life, running costs, accessibility and capital value.
- Opportunities to collocate service areas and to share accommodation with public sector partners will be explored

2.3.2 Corporate Office Accommodation

- Current and forecast budget constraints dictate that the authority's staff complement will reduce with time and this, coupled with the promotion of flexible and agile working will allow the office accommodation to be further rationalised.
- Priority will be given to efficiently utilising the Tredomen campus and flexible and agile working practices could allow staff density on the campus to increase in time.
- Off campus accommodation will be rationalised wherever possible and hot-desking within other operational buildings together with collaboration with public sector partners will be promoted to address logistical requirements.

2.3.3 Acquisition of Buildings

- Under a policy of rationalisation, acquisitions will be considered only where clear strategic benefits for the Authority can be demonstrated. Benefits could include allowing other less suitable buildings to be declared surplus, securing a revenue income from third party rental and supporting economic development. In all cases Cabinet approval would be required, and possibly that of Council (where there is no budget provision).

2.3.4 Buildings Leased Out to Third Parties

- Where a building can be leased on commercially viable terms, having taken account of current and future costs and obligations, the building will normally be retained to provide revenue for the Authority.
- Where a building is leased to community organisations on previously agreed lease terms which are commercially non-viable then the lease will be reviewed before renewal or extension beyond a break clause. If commercially viable terms cannot be agreed options for consideration will be presented to Cabinet. Options could include renewal of the lease on commercially non-viable terms, a termination of the lease in

certain circumstances, a Community Asset Transfer or marketing of the property for lease to others, or sale.

- Lease terms will clarify responsibility for maintenance and where the tenant is responsible for statutory testing, proof of periodic electrical testing and gas appliance testing will be obtained from tenants. Where tenants fail to comply with these requirements then appropriate actions in accordance with the lease terms will be initiated.

2.3.5 Buildings Declared Surplus

- Property held by Property Services will, ultimately, be for disposal whether leasehold or freehold although where a building can be leased on commercially viable terms, having taken account of current and future costs and obligations, the building will normally be retained to provide revenue for the Authority.
- Surplus buildings will normally be advertised on the open market and the disposal will proceed on the basis of best consideration, whether leasehold or freehold.
- Where considered appropriate by Property Services, and typically where a community interest in a given building is likely, 'Expressions of Interest' (EOI) in a building will be invited *before* any decision is taken regarding a disposal.
- Where there is one or more viable community interest proposals for a given building the options for disposal will be presented to Cabinet for a decision. (A Community Asset Transfer Policy is currently in development and Property Services will ensure the Asset Management strategy and process is aligned with the final adopted policy)
- In exceptional circumstances, including where there is economic benefit, Property Services may determine it to be necessary to demolish the buildings on a site before offering it for disposal.

2.4 Land

The overarching objective is to retain sufficient land to support and facilitate the current and future effective delivery of the Council's services.

Key considerations underpinning the overarching objective:

- A. The cost of retaining and the likely market value.**
- B. The need to retain leased in land beyond the current lease term will be challenged.**

2.4.1 Operational Land

- In support of the overarching objective the operational land portfolio will be rationalised where possible. The strategy for rationalisation will be led by the individual Service Area Asset Management Plans (SAAMP). All SAAMPs will seek to retain land which best fits the service need with due consideration of location, condition, maintenance costs and capital value.

2.4.2 Non Operational Land Required for Strategic Purposes

- In certain cases the Council will hold assets in anticipation of some wider benefit to be secured through re-development, sometimes for long periods.
- These assets will be maintained in a secure and safe condition. Where possible, holding costs will be defrayed by securing temporary rental or licence fees.
- The continued holding of such land usually has an opportunity cost and this is not generally justified where the redevelopment potential is small or remote.
- Continued justification will need to be substantiated on the basis of specific development proposals and estimated timescales, holding cost and return assumptions. Such matters will be reported to, and discussed at, the Asset Management Group.

2.4.3 Non Operational Land with No Strategic Purpose

- Disposal of Land for Residential Redevelopment
 - There is a shortage of new housing within the borough and the Authority will support the redevelopment of suitable land owned by the Authority. Each parcel of land will be reviewed case by case and those with the least barriers to redevelopment will be prioritised for disposal. Options for redevelopment will be presented to Cabinet and could include collaboration with a Registered Social Landlord, or sale on the open market.
 - Steps will be taken to ensure residential developments on such land deliver affordable housing in line with the LDP wherever possible
 - Due consideration will be given to the Welsh Government policies and initiatives relating to "Plot Shop" and stimulation of self-building within the Authority.
- Disposal of Land for other Redevelopment
 - Consideration will be given to the preparation of a planning brief for any other land capable of redevelopment to identify the most advantageous use and nature of the redevelopment, which should have the objective of stimulating further regeneration in the locality.
 - An evaluation should be carried out in each case, as appropriate, to identify whether additional land should be acquired to enhance the impact and viability of any redevelopment. Similarly where the land forms or could form part of a larger redevelopment scheme in private ownership consideration will

be given to selling the land to the owner by private treaty at an appropriate price reflecting beneficial value and subject to positive planning covenants producing additional benefits for the Council.

o Other Land

- o The Authority will take steps to ensure the retained land is reasonably maintained. This could include maintaining a secure boundary, addressing health and safety issues, boundary works and funding works required via riparian obligations.
- o Non-operational land places cost and legal responsibilities on the Authority and where costs outweigh any income arising from third party use the land will be considered for sale.
- o Each such parcel of land would be considered on a case by case but as the likely capital receipts are low the sale of such land will only be pro-actively pursued when workload allows.

Section 3 Property Portfolio

The Council's Corporate Estate extends over 671 sites, many of which contain more than one building. The gross internal area of the portfolio is 472,185 m², having a total net book value of £760m (as at 31st March 2018).

An Annual Property Review Report is published which provides a snapshot of the buildings portfolio including the size, condition, statutory compliance, utilisation and carbon footprint of the estate. The report also summarises in periods, replacements, acquisitions and disposals and sets out expected activity in the coming period.

The Annual Property Review Report includes appendices which schedule all Authority property including operational, leased in, leased out, surplus and vacant buildings.

Condition surveys are updated every four years and help inform decisions on planned maintenance and the future of a building within a given portfolio.

The access budget has been efficiently utilised and all public access buildings, some 260 in total, include clearly marked accessible parking bays, an accessible main entrance, a suitable reception with a low level counter and hearing loop system and an accessible WC near to the reception area.

The Council's Carbon Reduction Strategy was launched in 2008/9 and the Property Services Energy team provides monitoring, training and technical advice to building managers and manages an invest to save carbon reduction fund all of which is focused on reducing the Authority's carbon footprint.

Section 4 Five & Ten Year Strategy

The following activities have been undertaken following the first edition of the asset management strategy.

- Asset Management Group - Property & Land meets quarterly chaired by the Head of Property Services. The group provides governance and strategic direction to ensure the alignment of Asset Management with the corporate objectives. The Cabinet Member for Asset Management is a member of the AMG to ensure effective communication between officers and Cabinet.
- The Corporate Landlord model has been adopted for Social Services, their office accommodation has moved into the central corporate portfolio (managed by Property Services together with directorate personnel employed to manage property matters).
- Asset Management function within Property services has been strengthened through recruitment to aid with the completion and review of Service Asset Management plans
- Reactive maintenance has been centralised, and a framework of suppliers created
- The responsibility for the management of statutory testing associated remedial tasks has progressively passed to Property Services. The Head of Property Services chairs bi-monthly Statutory Maintenance Group meetings and formally reports compliance to the Corporate Management Team quarterly.
- Asset rationalisation has resulted in savings to the Council; please refer to the Annual Property review Report for more details.

Our five-year strategy (Stage 1) will focus on the following:

- Addressing the backlog maintenance of the buildings (5 year cycle)
- Review and market land with residential redevelopment potential
- Continue to promote increased utilisation of the office accommodation on the Tredomen Campus to allow rationalisation of additional office accommodation
- Assist the completion of Service Asset Management Plans
- Exploring opportunities to secure revenue income and/or economic development by strategic acquisition
- Facilitating community usage and/or community asset transfer

Under our ten-year strategy (Stage 2), we will continue to review and undertake rationalisation of both buildings and land following on from the work carried out in Stage 1. Property Services will continue to enhance its role as estate maintenance and facilities manager for the land and buildings portfolio.

All strategies will take account of:

Wider Influencers

- The Councils Corporate Plan;
- Medium Term Financial Plan;
- Carbon Reduction Strategy
- Other Council strategies or initiatives;
- Service area improvement plan;
- External or internal audits;
- Statutory requirements e.g. space requirements, care standards;
- Changes in demand for the particular service;
- New working practices e.g. home working, hot desking;
- Shared use, co – location and collaborative working;
- Internal, external and service user consultation.

Asset Specific

- Compliance: Ensuring assets comply with statutory and regulatory requirements
- Condition: Maintaining assets to a satisfactory condition to support service delivery
- Suitability: Ensuring assets are fit for purpose
- Sufficiency: Ensuring available assets meet current and expected service demands
- Accessibility: Ensuring assets are as accessible as possible to all service users
- Sustainability: Maintaining assets to ensure maximum operational life and minimising the potential negative impact on the environment
- Location: Fitness for purpose,
- Residual life: Cost of maintaining
- Utilisation: Usage and cost per member of staff
- Running costs: Rental cost, energy efficiency
- Disposal potential: Alternative use and sale potential

Section 5 Ownership, Monitoring and Review

The Head of Property Services is the responsible asset lead officer for Property Services. The strategy is approved by the Head of Property Services and the Cabinet Member for Homes and Places and will be reviewed on a five year cycle. If there are any major changes in legislation, regulation or Council driven objectives within the five year cycle, the strategy will be reviewed and updated accordingly.

The Asset Management Group – Property and Land is in place to provide governance for the asset management process to ensure best practices are undertaken to enable the Council to meet their organisational objectives. The Asset Management Group will ensure:

- Delivery of the strategy and plan, linking it to the Council Medium Term Financial Plan
- Facilitate and provide a focal point for a corporate approach to asset management.
- Review the performance of asset management processes.
- Review the documentation and keep it up to date.
- Ensure that consultation is undertaken with all relevant stakeholders
- Develop and manage a performance framework for asset management
- Ensure that appropriate information is available on assets and their condition.

The strategy is available on the Council's intranet, website and a hard copy can be provided on request by Property Services.

Appendix A - Asset Management Planning Process

The Asset Management planning process aligns the service Asset Management objectives to the Corporate/ Organisational priorities and objectives. The following sections demonstrate the process being undertaken to review the assets and identify if investment is required along with the investment planning process. The asset lifecycle shown below is considered throughout the stages of the planning process.



Asset Reviews

The Asset Management Strategy Coordinator/ Property Review Officer and Facilities Manager consult with each service, meetings and workshops are held with senior members of the service along with site visits of the property portfolio to identify:

- Current Performance
- Future Performance requirements
- Performance Gaps
- Property Portfolio

Data Systems are interrogated to compile property data e.g.

- Tribal and Terrier (GIS) Recording building information, and land and building ownership together with related title matters respectively
- RAMIS (Risk and Compliance Monitoring)
- OLA (Financial Data)
- AIRS (Council Asset Register)

Asset reviews will be carried out with an initial high-level desktop review covering all aspects of the property in terms of need, sufficiency, suitability, condition and costs. This will identify opportunities and determine direction and complexity. The diagram below illustrates examples of the high level questions the service will be asked to complete for their assets.

Non-Operational Property	Service Property	Administrative Property
<ul style="list-style-type: none">•What does it cost?•Why do we own it?•What is the value?•Is retention of the Property Justified?	<ul style="list-style-type: none">•Are there other ways of providing service?•Is the building sustainable?•Is the building used effectively?•Is the building in the right place?•Is there an opportunity to share?	<ul style="list-style-type: none">•Is space used effectively?•Does it embrace the concept of open plan working?•Is a desk needed for every person?•Could we relocate somewhere cheaper?

A more detailed review will then be undertaken to review the feasibility to identify and prioritise those opportunities that should move forward as projects in the Medium Term Financial Plan (MTFP)

By collating the information above, the service requirements can be aligned with the asset portfolio and opportunities for asset rationalisation or a “need for improvement” can be identified.

Options Appraisal

When preparing the Asset Management Plan and agreeing on the options to go forward as part of the option appraisal the following will be reviewed and assessed in accordance with the Corporate priorities:

- Total operational costs of the asset
- Capital Investment Required
- Risks/ opportunities to the service
- Constraints e.g. statutory constraints, budget constraints, health and safety etc.
- Facilities Management

When all the above are considered and assessed, the options within the plan can be agreed along with timescales. By reviewing the property portfolio for each service the following options will be reviewed:

- Reduce the portfolio through space optimisation
- Reduce the portfolio through service remodelling
- Reduce the portfolio through shared use with internal services
- Reduce the portfolio through shared use with external services
- Convert freeholds to leaseholds
- Reduce costs through community asset transfer
- Reduce costs through energy efficiency improvements
- Purchase buildings where there is an economic/commercial opportunity

A detailed options appraisal for the proposed options will be undertaken separately. The service asset management plans will undertake an asset gap analysis and review the risks and constraints.

Appendix B – Property Services

Property services consist of five teams:

- Estates: Strategic estate and property review – strategic planning of the estate, acting as a landlord, modernising facilities and selling assets that are no longer required (buying new assets as needed).
- Projects: Dedicated provider of building related design and advice, as well as management of building projects, planned maintenance, and Operational delivery of facilities management services.
- Maintenance: Dedicated provider of response maintenance of the estate, including statutory responsibilities.
- Facilities: Dedicated provider of support and facilities services, such as health and safety, maintenance, electrical and cleaning within the corporate offices.
- Energy: Energy monitoring, training and technical advice and management of an invest to save carbon reduction fund.

All areas function in an integrated manner to ensure the efficient and effective management of Property and Land Assets within the authority.

Key Risks

There are three key tiers in CCBC for Risk Management/ Registers- Corporate, Directorate and Service. The Service Risk registers are owned by the Heads of Service and form part of the Service Plans.

The table below highlights the key risks within Property Services. The Council is working with an aging and deteriorating building stock. Each year the reducing budget impacts on the preventative and planned maintenance capabilities. A robust Asset Management process is required to ensure the available budget is utilised to its full capacity to ensure we continue to provide high levels of service.

The risks / opportunities below are scored utilising the 5 x 5 Corporate risk matrix

Risk/ Opportunity	Consequence/ Benefit	Likelihood	Severity	Risk Level	Mitigation
Reducing budget	Less money to spend on planned/reactive maintenance Less capital investment	5	4	High	Informed targeted investment via rigorous Investment Planning Process
Reducing resource	Fewer people to maintain sites	4	4	High	Centralised FM Team utilising shared skills
Ageing stock	Buildings will require more money to maintain standards and condition	5	2	Medium	Planned and reactive maintenance and Prioritised Capital Investment

Service Objectives

The service objectives are shown in the table below highlighting the timescales and the alignment with the Council Priorities and Well-being of Future Generations (Wales) Act 2015, for further details. An efficient and effective property portfolio will support the council to carry out their activities and meet their objectives where there are property requirements. By reviewing the performance of the service against their objectives we can also measure the effectiveness of the assets.

Objective	Performance Measure	Timescale	Council Well-being Objectives *	Well-being of Future Generations Goal *	Property Requirements
Ensure Building Condition Surveys are maintained and updated.	Refer to Ffynnon Score Card	Ongoing	*Refer to note 1	A Resilient Wales	N/A
Reduce the cost of the Authority's buildings and land portfolio	Meet MTFP targets	3 years	*Refer to note 1	A prosperous Wales	Asset rationalisation post service reviews
Ensure buildings are maintained in a safe manner, undertaking statutory maintenance	Refer to Ffynnon Score Card	Ongoing	*Refer to note 1	A Resilient Wales	N/A
Produce Service Asset Management Plans	Completion of strategies/ plans within given timescales	2 years	*Refer to note 1	A globally responsible Wales	Reviews will identify opportunities to alter the portfolio to increase efficiencies and effectiveness
Ensure information systems are updated and integrated with other systems to capture a complete and accurate asset database.	K2 system updated	Ongoing	*Refer to note 1	A Resilient Wales	N/A

**Note 1 By ensuring the Property and land portfolio is fit for purpose Property Services is aiding other services to undertake their roles more efficiently and effectively, thereby contributing to numerous council well being objectives and well being goals.*

Appendix C – AMG Terms of Reference

ASSET MANAGEMENT GROUP - PROPERTY AND LAND TERMS OF REFERENCE FEBRUARY 2019

1. PURPOSE

The Asset Management Group (AMG) will;

- Be an internal advisory group of key officers within the Council
- Be an active working group with an holistic approach to asset management
- Give strategic leadership on the management of the Authority's land and property assets
- Take account of the condition, location and legal status of assets
- Take account of the recommendations and conclusions within the various Service Area Asset Management plans and the overarching Asset Management Strategy (Land and Property) 2019
- Make recommendations for the relocation of staff where applicable
- Identify and consider opportunities for the acquisition, sale or rental of land and buildings and make recommendations
- Agree and facilitate further discussion and liaison with stakeholders, the Corporate Management Team and elected members as appropriate
- Record and report the status of the property portfolio via an annual Property Review Report
- Monitor production of the various Service Area Asset Management plans and other Asset Management documentation

2. EXCLUSIONS AND EXCEPTIONS

The asset management of schools at a strategic level is the responsibility of the Head of Education, Planning & Strategy and the Schools Strategy Board but key strategies and decisions will be reported to the AMG.

3. GROUP COMPOSITION

The Group will comprise a small group of key cross – directorate representatives supported by the Cabinet Member for Asset Management and will include:

- Relevant Cabinet Member
- Head of Property Services
- Head of Education, Planning and Strategy
- Green Spaces and Transport Services Manager
- Development Control Management – Planning
- Housing Services Manager
- Estates Manager
- Property Review Officer
- Asset Management Strategy Coordinator
- Maintenance Manager (also representing Social Services)
- Group Manager (Strategy Funding & Support), Communities
- Director of Communities (Optional)

Other attendees from across the authority (and outside stakeholders if appropriate) will be invited to attend AMG meetings to meet the demands of meeting agendas.

Substitute officers will be accepted on occasions when those officers above are unavailable, subject to the comments below.

4. QUORUM

It is recognised that not all officers and member(s) identified will be available to attend every meeting scheduled throughout the process, nor would that be necessarily appropriate at every stage. It is agreed that substitutes will be acceptable where they are of equal or sufficient status to have both the capacity and authority to take part in strategic high level discussions. To enable the AMG to proceed there should be a quorum of four people.

5. CHAIRPERSON

The Head of Property Services will assume the Chair of the AMG

6. FREQUENCY OF MEETINGS

It is expected that the AMG will meet quarterly.

7. AGENDA

It will be the responsibility of the Head of Property Services to agree the agenda in consultation. Requests to the Group to deal with 'Any Other Business' will be considered by the Chairman.

8. REPORTING MECHANISM

Minutes of the meetings will be recorded and circulated to all group members and any additional attendees and the Director of Communities will forward to the Corporate Management Team if appropriate

Appendix D – Well-being objectives

The table below demonstrates the alignment between the strategy statements, the Council and Well-being objectives.

Corporate Well-being Objective	Well-being of Future Generations Act Goals	Property Alignment
1 Improve Education opportunities for all	A Prosperous Wales, A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language, A Healthier Wales, Globally Responsible Wales.	Many buildings in addition to schools within our portfolio provide educational opportunities e.g. libraries, youth centres, adult education facilities.
2 Enabling employment	A Prosperous Wales, A More Equal Wales, A Healthier Wales, Globally Responsible Wales.	There are several buildings utilised by adult education who are aiding citizens of the borough to improve their employability options, through basic skills etc
3 Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being	All 7 of the goals	By ensuring land with residential potential is reviewed and supported where suitable to promote affordable housing in the borough,
5 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,	A Prosperous Wales, A Healthier Wales, A More Equal Wales, A Resilient Wales	Numerous buildings and land within the Council portfolio are utilised to undertake a healthy lifestyle e.g. parks, leisure centres etc
6 Support citizens to remain independent and improve their well-being	A Healthier Wales & A More Equal wales	Numerous buildings promote independent living providing support e.g. community buildings holding groups and classes, day centres etc.

Gadewir y dudalen hon yn wag yn fwriadol



CABINET – 15TH MAY 2019

SUBJECT: PROPERTY REVIEW REPORT 2019

REPORT BY: INTERIM CORPORATE DIRECTOR (COMMUNITIES)

1. PURPOSE OF REPORT

- 1.1 To provide Cabinet with a factual summary of the Authority's property (land and building) holdings and to seek Cabinet endorsement of the property review that covers the period 2018 – 2019.

2. SUMMARY

- 2.1 The Property Review Report attempts to provide a succinct overview and record of what is a very large and diverse non domestic property portfolio.
- 2.2 It presents some key metrics, highlights in period trends, summarises disposals and acquisitions and sets out some of the challenges ahead.
- 2.3 The report follows on from the 2018 Property Review Report which was considered and endorsed by Cabinet in May 2018.

3. RECOMMENDATIONS

- 3.1 Cabinet is asked to note the 2019 Property Review Report, the changes in the property portfolio since 2018 and to endorse the annual report attached at Appendix 1.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To allow Cabinet to fully understand the scale and complexity of the Authority's non-domestic (land and building) property portfolio.
- 4.2 To inform Cabinet of the changes in the portfolio over the last 12 months and to highlight key trends and challenges.

5. THE REPORT

- 5.1 The Authority's land and building holdings is a very large and diverse non-domestic property portfolio.
- 5.2 The factual summary of the portfolio is appended to this report in the form of an annual property review report.

- 5.3 The Property Review Report is structured to provide a summary of:-
- The size of the estate;
 - Condition of the estate;
 - Statutory compliance;
 - Utilisation;
 - Carbon footprint;
 - Replacements, acquisitions and disposals.
- 5.4 The summaries above are then supported by 5 appendices which provide data on:-
- Core Corporate Offices
 - Schools
 - Leased Out Sites
 - Other Operational Buildings
 - Non Operational & Surplus Sites
- 5.5 There are a number of key elements within the Property Review Report that Cabinet should note.
- 5.6 The table included at page 8 (size of the estate) outlines the key categories of building and demonstrates that the estate has reduced by 21 buildings over the last 12 months.
- 5.7 The table at page 9 (condition rating) outlines the condition rating of key categories of buildings ranging from Category A (good) to Category D (bad). Although none of the buildings fall into this latter category, the table demonstrates that the highest percentage of Category C – (operational bad) buildings lie within the portfolio of Leisure Centres. This supports the Sports and Active Recreation strategy that was recently adopted by Cabinet.
- The table also demonstrates that there is further work to be done to improve the condition of the Authority's schools portfolio and this is clearly the focus of the Band B 21st Century Schools Programme.
- 5.8 The table at page 10 of the appended report (value of backlog maintenance) illustrates how the condition ratings actually translate into a cost profile across the building categories.
- 5.9 The table at page 12 (statutory testing compliance) demonstrates the excellent progress that the Authority has made over the period in ensuring that all statutory testing and maintenance is up to date and fully compliant.
- 5.10 Page 17 of the report outlines 7 of the key disposals (from the total of 21) that have been agreed and/or completed realising a saving in excess of £1m.
- The report also highlights that there are a further 23 disposals being considered/planned.
- 5.11 Finally the report includes a forward look at page 18 which outlines key tasks and challenges for the next 12 months.

6. ASSUMPTIONS

- 6.1 The report is generally a factual summary of the property estate and is therefore not based on any assumptions.
- 6.2 The forward look does, however, assume that the austerity will continue and that the Authority's continued asset rationalisation programme will consequently need to continue in accordance with its asset management strategy.

7. LINKS TO RELEVANT COUNCIL POLICIES

7.1 The report links to the emerging Community Asset Transfer Policy as well as the Corporate Plan 2018-2023.

7.2 Corporate Plan 2018-2023

The report contributes towards or impacts the Corporate Well-being Objectives as follows:

- Objective 1 ***Improve education opportunities for all.***
Many buildings, in addition to schools within our portfolio, provide educational opportunities e.g. libraries, youth centres, adult education facilities
- Objective 2 ***Enabling employment.***
There are several buildings utilised by adult education who are aiding citizens of the borough to improve their employability options, through basic skills etc. Furthermore, the industrial units portfolio supports over 400 businesses in the borough.
- Objective 3 ***Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being***
By ensuring land with residential potential is reviewed and supported where suitable to promote affordable housing in the borough.
- Objective 5 ***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.***
Numerous buildings and land within the Council portfolio are utilised to undertake a healthy lifestyle e.g. parks, leisure centres etc.
- Objective 6 ***Support citizens to remain independent and improve their well-being.***
Numerous buildings promote independent living providing support e.g. community buildings holding groups and classes, day centres etc.

7.3 There are further links to a number of other specific policies and strategies, namely:

- Medium Term Financial Plan 2016 – 2021.
- Conservation Strategy 2014 – 2019.
- Local Housing Strategy.
- 21st Century Schools Programme.
- Sport and Active Recreation Strategy 2019 – 2029.
- Emerging Community Asset Transfer Policy.
- Service Transformation Strategy (in development).

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report links directly to the Well-being goals within the Well-being of Future Generations Act (Wales) 2015:

Many buildings in addition to schools within our portfolio provide educational opportunities e.g. libraries, youth centres, adult education facilities.	A Prosperous Wales, A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language, A Healthier Wales, A Globally Responsible Wales.
There are several buildings utilised by adult education who are aiding citizens of the borough to improve their employability options, through basic skills etc.	A Prosperous Wales, A More Equal Wales, A Healthier Wales, A Globally Responsible Wales.

By ensuring land with residential potential is reviewed and supported where suitable to promote affordable housing in the borough,	A Prosperous Wales, A Resilient Wales A Wales of Cohesive Communities A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language, A Healthier Wales, A Globally Responsible Wales.
Numerous buildings and land within the Council portfolio are utilised to undertake a healthy lifestyle e.g. parks, leisure centres etc.	A Prosperous Wales, A Healthier Wales, A More Equal Wales, A Resilient Wales
Numerous buildings promote independent living providing support e.g. community buildings holding groups and classes, day centres etc.	A Healthier Wales A More Equal Wales

8.2 The report is consistent with the five ways of working as defined within the sustainable development principle in the Act in that it supports:

- **Long Term** The Asset Management Strategy provides longer term asset management solutions and allows for more effective and predictable resource and financial commitments in the future, and we will balance short term needs with the need to safeguard the ability to meet long term generational needs, where those long term needs are identifiable
- **Prevention** Carefully prioritised budget commitment for planned maintenance regimes will afford timely proactive response, thus ensuring the asset is best maintained and safe for use. Confidence in developed future maintenance programmes will prevent unnecessary deterioration of the assets and lessen the burden of reactive responses, promoting a more efficient use of finite budgets.
- **Integration** An efficient and effective property portfolio will support the council in carrying out its activities and meet its objectives where there are property requirements. The Asset Management Strategy is predicated on all areas functioning in an integrated manner to ensure the efficient and effective management of Property and Land Assets within the authority.
- **Collaboration** The Asset Management Strategy is based upon a collaborative approach bringing service departments together through Property Services to deliver not only a planned maintenance regime across the council but also promoting dialogue across service divisions.
- **Involvement** The Asset Management Strategy - Property & Land explains the Council's long-term approach to achieving its aims, fulfilling its Vision and how the goals and objectives are to be delivered. The Strategy provides guidance for directing Property Services and its activities over the longer-term. The Asset Management Strategy (Land and Property) along with the individual service priorities directly influence the individual service area asset management plans. In accordance with the Council's Constitution the strategy encompasses *"All land and property owned by the Council, with the exception of tenancies of Council Houses, Council built garages and garage plots on Council housing land..."*
Property Services will ensure the Asset Management strategy and process is aligned with the Service Transformation Strategy which is in development.
The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

9. EQUALITIES IMPLICATIONS

- 9.1 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.

10. FINANCIAL IMPLICATIONS

- 10.1 Effective management and rationalisation of property assets in a key component of the Medium Term Financial Plan as the Authority aims to achieve the financial savings resulting from public sector austerity.
- 10.2 The appended property review outlines the financial receipts realised over the last 12 months as a result of the disposal of land and buildings and provides an indication of further disposals of surplus property to be considered over the next 12 months.

11. PERSONNEL IMPLICATIONS

- 11.1 There are no direct personnel implications arising from this report.

12. CONSULTATIONS

- 12.1 The report reflects the views of the consultees listed below.

13. STATUTORY POWER

- 13.1 Local Government Acts.

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Consultees: Cllr Lisa Phipps – Cabinet Member for Homes and Places
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Background Papers:

Report to Cabinet 16th May 2018 (Property Review Report 2018)

Appendices:

Appendix 1 - Annual Property Review Report 2019

Property Review Report

April, 2019



Caerphilly County Borough Council

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Foreword



I am pleased to present this annual Property Review Report - it is an opportunity to review the Council's estate, highlight progress made and summarise future challenges.

We have a large estate which is costly to maintain and rationalisation remains a necessity in the current funding climate. Ensuring that retained buildings are efficiently utilised and properly maintained is more important than ever. Whilst much has been achieved over recent years, there remains significant scope to further rationalise the estate and dispose of surplus assets.

This report records the good progress made and highlights key activity since the previous report was published. In particular, a number of surplus assets have been sold or leased out with the cost burden associated with the maintenance of an empty building replaced with a useful capital receipt or a regular rental income. Leased in property has been closely scrutinised and challenged and our own buildings are now better utilised.

A key highlight of this year's report is the significant improvement in statutory testing compliance across our buildings. The Statutory Maintenance Group oversees compliance and the majority of the remedial works arising from testing are now actioned by Property Services without instruction. As a consequence, I am pleased that a step improvement in compliance has been achieved.

Work has started on the delivery of the Welsh Government 21st Century Schools Band B projects and Property Services will lead the delivery of a challenging programme of work over coming years.

Councillor Lisa Phipps
Cabinet Member for Homes and Places

1. Introduction

This is Caerphilly's third annual property review report. The first report, entitled *State of the Estate*, was issued in May, 2016. This property review report excludes housing but otherwise attempts to provide a succinct overview and record of what is a very large and diverse property portfolio. It also presents some key metrics, summarises recent progress made and set outs some of the challenges that lay ahead.

Caerphilly County Borough Council is committed to creating an effective and efficient estate which provides value for money for the taxpayer, reduces our environmental impact, maximises opportunities to generate income and supports transformation in the way that the council uses its estate to deliver its services. Our property assets, and the way in which we use them, are key in supporting and enabling us to transform the way in which we, together with our partners, deliver public services to meet the needs of our citizens.

The Council's Asset Management Strategy – Property and Land, seeks to ensure that the property portfolio is sustainably and efficiently managed and remains fit-for-purpose for the future, in support of frontline delivery and an increasingly flexible workforce. Budget challenges mean rationalisation of the portfolio is a key objective. Corporate revenue budgets will reduce with time and the rental of surplus assets is preferred to sale where a beneficial revenue stream can be secured.

Notwithstanding the need to rationalise the estate, strategic acquisitions will be considered where clear benefit can be demonstrated. Such benefits could include allowing other, less suitable, buildings to be declared surplus, securing a revenue income from third party rental or supporting economic development

In addition, the Asset Management Strategy - Property and Land is supported by, and linked to, a number of corporate and service strategies, developed to ensure resources are aligned to meet the Council's priorities. These include:

- The Medium Term Financial Plan 2016-2021;
- Conservation Strategy 2014-2019;
- The Well-being of Future Generations (Wales) Act 2015;
- Local Housing Strategy;
- 21st Century Schools programme;
- Strategic Equality Plan 2016-2020
- Key elements of the Service Transformation Strategy (in development).
- Sport and Active Recreation Strategy 2019-29

The Council has a large property portfolio with a replacement value of £760m¹. These assets are integral to the services delivered to the people of Caerphilly, and the manner in which they are managed impacts on the Council's ability to meet its aims and objectives. Our objective is to have "*The right buildings, in the right place, operating in the right way, facilitating safe and effective delivery of the Council's services*"

¹ as at 31/03/18

However, Caerphilly, like all local authorities, has to respond to unprecedented austerity measures whilst trying to provide sustainable, quality services to its residents and visitors. Our buildings cost in excess of £23m each year to run and maintain, it is therefore vital that the Authority's buildings are well utilised, operate efficiently and that the portfolio is rationalised where appropriate.

Notwithstanding this, acquisitions will be considered where clear strategic benefits for the Authority can be demonstrated. Benefits could include allowing other less suitable buildings to be declared surplus, securing a revenue income from third party rental and supporting economic development.

This Property Review Report provides an annual snapshot of the buildings portfolio with trends, progress and challenges clearly highlighted and the appendices provide a useful schedule of all current Authority buildings.

2. Definitions

Core Corporate Offices – are those offices which are fully maintained and managed by Property Services. Service specific office accommodation, that is managed by the service area, is excluded. A list of core corporate offices is included in Appendix 1.

Schools – All operational primary, secondary and special schools. A list of operational schools is included in Appendix 2.

Note, two of our secondary schools were provided, and are managed, under a PFI arrangement.

Leisure Centres – These are the operational leisure/sports centres. This does not include small leisure buildings such as pavilions.

Leased Out buildings/Industrial – These include buildings and land managed by both Property Services and Economic Development. A schedule is included in Appendix 3.

Other Operational buildings – These include all other operational buildings that are not included in the above categories, excluding council housing. A breakdown is included in Appendix 4.

Non-op/Surplus Sites – These are buildings that are vacant and surplus to service requirements. A schedule is included at Appendix 5.

In period – period is March, 2018 to April, 2019.

3. The Property Review

3.1 Size of the Estate

The Council's Corporate Estate currently comprises 771 sites, many of which contain more than one building. The buildings range hugely in age, construction type and condition. The portfolio ranges from highly efficient, state of the art buildings like the new Islwyn High School, to the delicate and irreplaceable Llancaiach Fawr Manor, which dates back to circa 1500. In between, there are various Victorian, Edwardian and post-war building types. Most of the Council's buildings are low rise, indeed the only building over 18m high is Ty Penallta.

The key property changes since the last Property Review Report include:

- Cwmcarn High School and Leisure Centre were vacated and are due to be demolished. A new Welsh Medium primary school is planned for the site.
- The demolition of Ty Pontllanfraith Offices has been completed and a housing scheme based on the Garden Village concept is being developed in collaboration with Pobl Group.
- The vacant Pontlottyn and Abertysswg Primary School sites have been sold.
- The Ty Dyffryn site has been leased out for 10 years, removing the Council's ongoing rates and maintenance liabilities.
- Approval was made for the leasehold disposal of Tir Trosnant Farm site for a period of 10 years.
- Penmaen House has been vacated by the Council and is to be leased out to an external organisation.
- Enterprise House has been vacated and has been handed back to the landlord.
- Cabinet took the decision to close Pontllanfraith Leisure Centre

PROPERTY REVIEW REPORT 2019

The gross internal area of the portfolio stands at around 475,534 sq.m. and, whilst this represents a considerable reduction since February 2018, the portfolio remains one of the largest public sector portfolios in Wales.

A more detailed breakdown of the portfolio is tabulated below.

SIZE OF THE ESTATE				
	Number of Sites		GIA (sq.m)	
Core Corporate Offices	11	(-2)	31,662	(-1,063)
Schools	87	(-1)	241,006	(-5,248)
Leisure Centres	11	(-1)	24,351	(-319)
Other Operational Buildings and Sites	223	(-12)	76,675	(-8,207)
Leased Out (buildings, part buildings, business units and ground leases where building owned by others)	423		72,892²	
Non-op/Surplus buildings	16	(-5)	28,948	(-12,895)
Totals	771	(-21)	475,534	(-27,732)

() Movement in period February, 2018 – March, 2019

² Approx. areas, no cad plans available for some sites.

3.2 Condition of the Estate

The condition of the Council's buildings is regularly surveyed. The latest tranche of building condition surveys commenced in the autumn of 2017, with the rolling programme due to be completed in 2021.

The current condition ratings for the portfolio are summarised below:

CONDITION – RATING³

	A Good	B Satisfactory	C+ ⁴ Operational Fair	C ⁴ Operational Poor	C- ⁴ Operational Bad	D Bad
Corporate Offices	2.9% (-5.2)	62.9% (-19.1)	17.5% (+27.0)	16.8% (+27.0)	0.0% (+27.0)	0.0% (-2.6)
Leisure Centres⁵	4.9%	62.4%	22.4%	0.0%	10.3%	0.0%
Other Operational Buildings	8.4%	36.2%	32.5%	14.9%	8.0%	0.0%
Schools	1.9% (-3.3)	33.0% (+10.7)	52.5% (-6.2)	13.2% (-6.2)	0.2% (-6.2)	0.0% (-1.1)
Total all Buildings	3.4% (-3.6)	38.0% (-22.2)	43.4% (+28.7)	12.8% (+28.7)	2.4% (+28.7)	0.0% (-2.9)

() Movement in period February, 2018 – March, 2019

³ The authority is currently in the process of updating all building condition surveys.

⁴ The methodology for calculating ratings has varied historically and, therefore, can be misleading. Ratings above are based on recent WG guidance using the Faithful & Gould method of calculation which includes new grades C+ and C-. Therefore, the comparison figures for condition C are calculated on the overall % in C, as a direct comparison cannot be made in this edition of the report.

⁵ New indicator

PROPERTY REVIEW REPORT 2019

The estimated cost of the backlog maintenance, based upon the current surveys, is tabulated below:

CONDITION - VALUE OF BACKLOG MAINTENANCE³			
	Priority 1 – Urgent	Priority 2 - Essential	Priority 3 - Desirable
Corporate Offices	£30k (- £5k)	£902k (- £366k)	£1,518k (+ £106k)
Leisure Centres⁵	£73k	£1,220k	£2,230k
Other Operational Buildings	£638k	£5,003k	£5,999k
Schools	£440k (- £875k)	£14,113k (+ £1,137k)	£20,661k (- 1,478k)
Total all Buildings	£1,181 (- £1,151k)	£21,238k (+ 1,049k)	£30,408k (- £169k)

() Movement in period February, 2018 – April, 2019
³ The authority is currently in the process of updating all building condition surveys.
⁵ New indicator.

Budgets do not allow all backlog maintenance issues to be addressed, but the available Asset Management maintenance funding is fully utilised each year with projects selected broadly on the basis of the following hierarchy:

- Works required to maintain safety;
- Works required to maintain water tightness;
- Works required to maintain heating;
- Other works.

In period notable capital projects, all of which help raise the quality of the estate and were designed, specified and project-managed by Property Services, include:

- A two-year £2m improvement programme at Blackwood Comprehensive School was completed;
- A new £800k 3G pitch with flood lighting was completed at Blackwood Comprehensive School

PROPERTY REVIEW REPORT 2019

- The £2m nine classroom extension at Newbridge Comprehensive School was completed;



- The asset management capital programme of improvement works delivered maintenance and improvement projects totalling over £3m across the whole estate.
- The demolition of Oakdale Comprehensive School was completed.
- Clearance of outstanding remedial tasks identified during statutory testing

3.3 Statutory Compliance

The statutory inspection and testing of buildings is managed by Property Services for the vast majority of the estate. Notable exclusions include leased-out buildings, where the tenant has this responsibility. The target is to ensure all buildings have in-date certification at all times and remedial tasks identified during testing are promptly addressed. The RAMIS database is used to record and report on test data and remedial tasks.

The Statutory Testing Group currently meets every two months and is chaired by the Head of Property Services. This group has overseen significant progress in the clearance of overdue remedial tasks and the Head of Property presents a formal quarterly statutory maintenance update to the Corporate Management Team.

Significant improvement has been achieved and the percentage of buildings with in-date certification, at 7th January, 2019, is summarised below for the four highest risk disciplines:

STATUTORY TESTING - COMPLIANCE				
	Gas	Periodic Electrical	Annual Legionella	Fire Risk
Corporate Offices	100% (0)	100% (+1)	100% (0)	100% (0)
Schools	100% (0)	100% (0)	100% (0)	100% (0)
Other buildings	100% (0)	100% (+1)	100% (0)	100% (0)
Totals	100% (0)	100% (+1)	100% (0)	100% (0)

() Movement in period February, 2018 – February, 2019

PROPERTY REVIEW REPORT 2019

Where a testing contractor identifies an issue that presents an immediate danger to building users, appropriate action will immediately be taken to either manage or remove the risk. Other faults which require attention, but not immediate rectification, are listed and given a priority rating.

For Priority 1 and 2 faults, rectification within 60 days is the target. Whilst the cost of addressing remedial tasks rests with the relevant building manager, in most cases remedial tasks arising from testing are now actioned by Property Services without instruction from the Building Manager, and this has resulted in a marked reduction in overdue remedial tasks.

The outstanding remedial tasks for the four highest risk disciplines, as at February, 2019, are summarised below:

STATUTORY TESTING - REMEDIAL TASKS OUTSTANDING >60 DAYS

	Gas	Periodic Electrical	Annual Legionella	Fire Risk
Corporate Offices	0 (0)	1 (0)	0 (0)	0 (0)
Schools	2 (-76)	0 (-2)	10 (-135)	340⁶ (+34)
Other buildings	0 (-9)	0 (0)	8 (-7)	30 (-94)
Totals	2 (-85)	1 (-2)	18 (-142)	370 (-60)

() Movement in period February, 2018 – February, 2019

⁶ Many of these relate to new fire risk assessments carried out in comprehensive schools and are in hand

3.4 Utilisation

It is essential that the Council’s property portfolio is efficiently utilised and that all opportunities to rationalise are explored. The Asset Management Strategy – Property and Land, sets out overall objectives and individual Service Area Asset Management Plans detail local strategies and objectives.

The consequence of the budget challenges the Authority faces, and the associated medium term financial plan, is that the staff compliment will reduce with time and significant savings can be made by vacating and disposing of surplus buildings. In terms of corporate offices, the strategy is to better utilise the Tredomen campus and to progressively reduce off-campus office space. Leased in buildings are given particular scrutiny and Enterprise House was vacated in March 2019, and plans are in place to vacate Pontygwindy House when that lease expires in 2021. Penmaen House was also vacated in 2019 and will be leased out. In all cases, displaced staff have been, or will be, accommodated in existing Council buildings.

The Council leases out a total of 423 buildings, part buildings or business units and demand remains strong.

Key utilisation metrics are presented below:

UTILISATION				
Corporate Offices	Desks assigned	99.3% (+1.8%)	Empty Desks (grouped)	24 (-29)
Schools	Unallocated Places Primary	12%	Unallocated Places Secondary	19%
Leased Out Portfolio	Leases current	93% (-5%)	Vacant	30 (+21)
Surplus and Vacant Buildings		16 (+1)		

() Movement in period February, 2018 – March, 2019

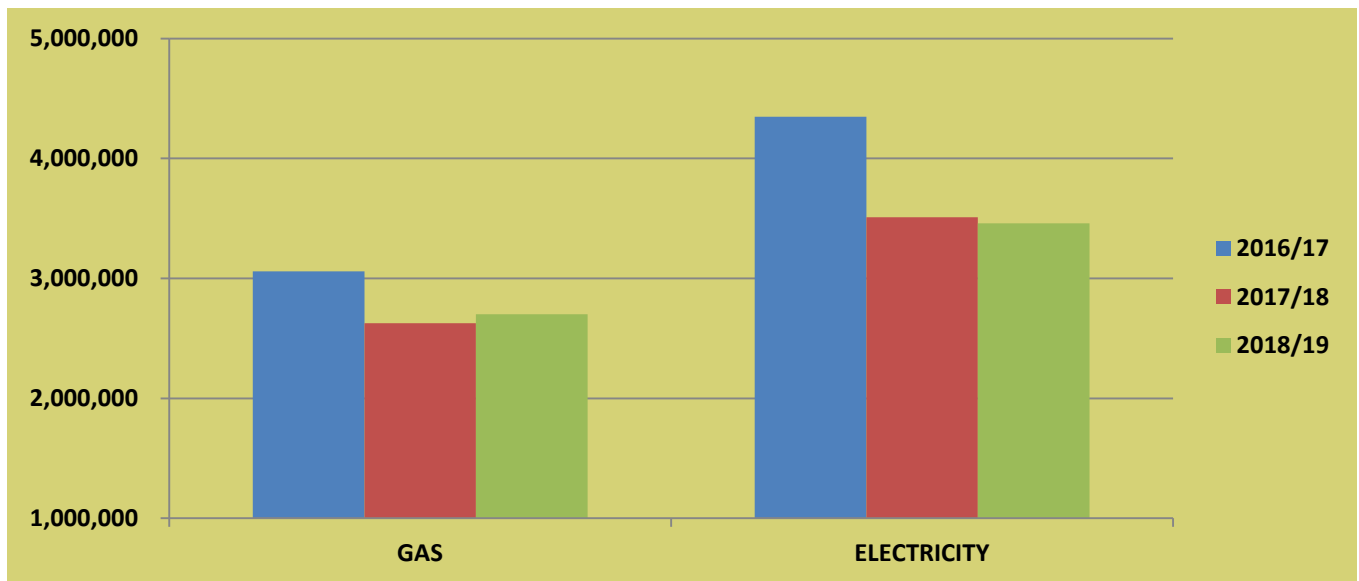
3.5 Carbon Footprint

The Council’s Carbon Reduction Strategy was launched in 2008/9 and is based on delivering invest-to-save and renewable technologies projects, promoting good housekeeping and the efficient management of our assets.

Eleven invest-to-save energy reduction projects were delivered in 2018/19. These represent an investment of £110,000 but will reduce energy consumption, and in turn the Council’s annual carbon footprint will be reduced by 60 tonnes¹.

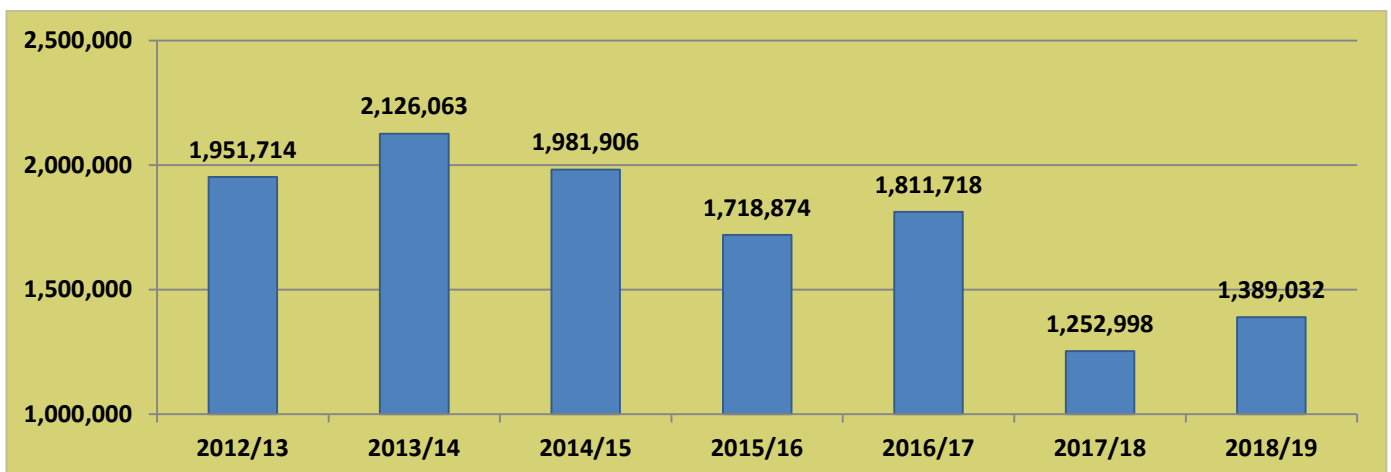
Efforts continue to reduce the energy consumption for the Core Corporate Office portfolio and a steady improvement is confirmed in the data presented below.

Annual Energy Consumption Core Corporate Offices (kWhrs)



In particular, much progress has been made in reducing the electricity consumption in Ty Penallta. 108 roof-top PV panels have been installed, changes have been made to the heating and cooling controls strategy, and the original tungsten and fluorescent lighting is progressively being replaced with the latest low energy LED fittings. The improvement is presented below and has resulted in the Display Energy Certificate rating improving from an E in 2009 to a C in 2018.

Annual Electricity Consumption, Ty Penallta (kWhrs)



PROPERTY REVIEW REPORT 2019

The Council continues to invest in renewable technologies and has, to date, installed over 3,400 photovoltaic panels across 63 buildings, and these annually generate over 620 megawatt hours of electricity.

Most of the generated energy is used by the respective building with any surplus exported to the grid. These renewables reduce the Council's carbon footprint by over 190 tonnes⁷ per annum.

Solar Photovoltaic Array Installations

Location	PV Panels (Nr)	Annual Output (kWhrs)
Islwyn High School	280	53,030
Greenhill Primary School	300	50,000
Ty Clyd Home for the Elderly	199	37,689
Brodawel Home for the Elderly	199	37,689
Ystrad Centre of Sporting Excellence	184	37,636
Risca Leisure Centre	200	37,083
Tredomen Business and Technology Centre	198	36,061
Ivor Bach Primary School	144	26,515
St James ICC	144	24,242
Min-y-Mynydd HFE	118	22,727
Islwyn Indoor Bowls	119	21,970
Ty Iscoed HFE	116	21,970
Ty Penallta	108	19,697
Trinity Fields School	104	18,939
Beatrice Webb HFE	100	18,939
Cwm Ifor Primary School	126	12,879
Rhymney Comprehensive School	66	8,712
Ysgol Cwm Rhymni (Phase3)	25	5,394
Ysgol Cwm Rhymni (Phase2)	16	3,030
Small arrays (typically 15 panels) on 44 schools	668	126,515
Totals	3,414	621,790

⁷ Based on Department for Business, energy and Industrial Strategy conversion factor for 2018.

3.6 Replacements, Acquisitions and Disposals

Significant in period activity is summarised below:

Replacements

Cwmcarn Outdoor Adventure Centre – transferred from Pontllanfraith Comprehensive School to a building at Cwmcarn Scenic Drive.

Acquisitions

Penyrheol Flying Start – new build.

15 Heol Pencarreg, Bargoed – leased in for Children’s Services.

Disposals

During the last year, the authority has completed disposals of surplus property totalling £1,042,957. These include:

- Abertysswg and Pontlottyn Primary School sites were sold for a total of £345,100.
- Ty Dyffryn is now leased out, for a period of 10 years, at a starting rent of £281,857 per year, this rental income rises to £392,149 in 2020.
- Land at Eastview Terrace, Bargoed, was sold for £30,000.
- Land at Troed-y-rhiw, Ystrad Mynach was sold for £320,000.
- Enterprise House lease was terminated in March 2019 saving around £65,000 per annum.
- Pontlottyn Recreation Ground Pavilions were demolished due to poor condition and low usage.
- Ty Pontygyndy is leased in and the lease expires in October, 2021. A strategy to exit the building at the end of the lease term has been agreed and this will realise an annual saving of £180,000.

4. A Forward Look

Working our buildings harder, improving the condition of the estate and disposing of unwanted assets continue to be key priorities for Property Services. Looking forward, anticipated activity will include:

Asset Management Strategy – Property and Land

Cabinet will be asked to approve the 2019 revision of the Asset Management Strategy – Property and Land, and development of the various Service Area Asset Management Plans will continue and Property Services will lead the delivery of the associated actions. In particular activity associated with the delivery of the Active Leisure Strategy and the Community Hubs initiatives is anticipated.

New Buildings and Building Improvements

The £4m Children's Unit proposed for Pontllanfraith is expected to proceed subject to consultation and subsequent Cabinet approval.

Property Services will continue to support colleagues in Education to develop and deliver the jointly funded Welsh Government 21st Century Schools Band B programme of new and improved schools.

Delivery of a £5m programme of improvement projects focused on Welsh Medium schools and a £5m programme of early years projects will commence and a Welsh Government funded £2.4m programme of school improvement works will be delivered.

Statutory Maintenance

Following the significant progress made in 2018/19 momentum will be maintained with the target of achieving full testing compliance for all Council buildings with no overdue remedial tasks outstanding.

Demolitions

The demolition of Cwmcarn High School and buildings on the Brooklands site in Risca will be completed and the demolition of the vacant Pontllanfraith Comprehensive School and Leisure Centre is expected to commence.

Condition Surveys

The current tranche of building condition surveys commenced in autumn, 2017. This will be a four year programme encompassing the majority of the corporate estate.

Appendix 1

Core Corporate Offices (11 in Total)

Adult Services Duty & Information Team - Foxes Lane, Oakdale

Caerphilly Social Services Mill Road - Adult Services

Cherry Tree House, Crumlin

Tir-y-berth Depot & Offices

Ty Bargoed Offices

Ty Gilfach Offices, William Street

Ty Graddfa HART office - first floor

Ty Pontygwindy, Caerphilly

Ty Penallta Corporate Offices , Hengoed

Ty Tredomen Corporate Offices, Hengoed

Woodfieldside Business Park Corporate Offices - Units 1-3 & 6

Leased in

Appendix 2

Schools (87 in total)

English Medium Primary

Aberbargoed Primary School
Abercarn Primary School
Bargoed Park Primary School
Bedwas Infants School
Bedwas Junior School
Blackwood Primary School
Bryn Awel Primary School, Rhymney
Bryn Primary School, Blackwood
Cefn Fforest Primary School
Coed-y-brain Primary School, Llanbradach
Crumlin High Level Primary School
Cwm Glas Infants School, Llanbradach
Cwm Ifor Primary School, Caerphilly
Cwmaber Infants School, Abertridwr
Cwmaber Junior School, Abertridwr
Cwmcarn Primary School
Cwmfelinfach Primary School
Cwrt Rawlin Primary School, Caerphilly
Deri Primary School
Derwendeg Primary School, Hengoed
Fleur-de-lis Primary School, Pengam
Fochriw Primary School
Gilfach Fargoed Primary School
Glyngaer Primary School, Gelligaer
Graig-y-rhacca Primary & Community School
Greenhill Primary School, Gelligaer
Hendre Infants School, Caerphilly
Hendre Junior School, Caerphilly
Hendredenny Park Primary School, Caerphilly
Hengoed Primary School
Libanus Primary School, Blackwood
Llancaeach Junior School, Nelson
Llanfabon Infants School, Nelson
Machen Primary School
Maesycwmmmer Primary School
Markham Primary School
Nant-y-Parc Primary School, Senghenydd
Pantside Primary School, Newbridge
Pengam Primary School
Penllwyn Primary School, Pontllanfraith
Pentwynmawr Primary School, Newbridge
Phillipstown Primary School
Plas-y-felin Primary School, Caerphilly
Pontllanfraith Primary School
Rhiw-syr-dafydd Primary School, Oakdale
Rhydri Primary School
Risca Primary School
St. Gwladys Primary School, Bargoed

Part leased in

PROPERTY REVIEW REPORT 2019

St. Helen's Roman Catholic Primary School, Caerphilly
St. James' Primary School, Caerphilly
The Twyn Primary School, Caerphilly
Tir-y-berth Primary School
Trinant Primary School
Ty Isaf Infants School, Risca
Ty Sign Primary School, Risca
Tynewydd Primary School, Newbridge
Tyn-y-wern Primary School, Trethomas
Upper Rhymney Primary School
Waunfawr Primary School, Crosskeys
White Rose Primary School, New Tredegar
Ynysddu Primary School
Ystrad Mynach Primary School

Grade II Listed
Grade II Listed

English Medium Secondary

Bedwas High School
Blackwood Comprehensive School
Islwyn High School, Oakdale
Heolddu Comprehensive School
Lewis Boys Comprehensive School, Pengam
Lewis Girls Comprehensive School, Ystrad Mynach
Newbridge Comprehensive School
Risca Community Comprehensive School
St. Cenydd Comprehensive School, Caerphilly
St. Martin's Comprehensive School, Caerphilly

PFI

Welsh Medium Primary

Ysgol Bro Sannan, Aberbargoed
Ysgol Gymraeg Bro Allta, Ystrad Mynach
Ysgol Gymraeg Cwm Derwen, Oakdale
Ysgol Gymraeg Cwm Gwyddon, Abercarn
Ysgol Gymraeg Gilfach Fargoed, Gilfach
Ysgol Gymraeg Trelyn, Pengam
Ysgol Gynradd Gymraeg Caerffili
Ysgol Gynradd Gymraeg Y Castell, Caerphilly
Ysgol Ifor Bach, Abertridwr
Ysgol Penalltau
Ysgol-y-Lawnt Primary School, Rhymney

Grade II Listed

3-18 School

Idris Davies School 3-18, Rhymney

Welsh Medium Secondary

Ysgol Gyfun Cwm Rhymni, Fleur-de-lis
Ysgol Gyfun Cwm Rhymni, Y Gwindy

PFI
Part Grade II Listed

Special Resource Base

Trinity Fields School & Resource Centre, Ystrad Mynach

Appendix 3 Leased Out Sites (423 total)

Via Economic Development (351 units)

38b High Street, Rhymney	1 unit
20-22 Highfields Crescent, Aberbargoed	1 unit
2 The Circle, Pontllanfraith	1 unit
5 Llanfabon Drive, Trethomas	1 unit
Gelligroes Mill House, Pontllanfraith	1 unit
Oakdale Plateau - Wind Turbines	2 units
Caerphilly Business Park	34 units
Dyffryn Business Park, Ystrad Mynach	40 units
Lawn Industrial Estate, Rhymney	19 units
New Tredegar Business Park	19 units
Oakdale Business Park, Oakdale	14 units
Oakdale – The Pavilions, Foxes Lane	5 units
Park Road Industrial Estate, Risca	7 units
Penmaen Industrial Estate, Pontllanfraith	15 units
Penmaen Small Business Centre, Pontllanfraith	40 units
St. David's Industrial Estate, Pengam	17 units
Tram Road Industrial Estate, Pontllanfraith	5 units
Newtown (Waunfawr) Business Park, Crosskeys	3 units
Woodfieldside Business Park, Pontllanfraith	19 units
Lowry Plaza shops, Bargoed	8 units
Tredomen Business & Technology Centre	28 units
Tredomen Gateway Building	16 units
Tredomen Innovation & Technology Centre	18 units
Tredomen Smart Zone	6 units
Crumlin Institute	7 units
Elm Drive Shops, Ty Sign	6 units
Grays Gardens Shops, Graig-y-rhacca	6 units
Merchant Street Shops, Pontlottyn	5 units
The Grove Shops, Fochriw	2 units
Tan-y-bryn Stores, Rhymney	1 unit
Greenhill Stores, Gelligaer	1 unit
Parc Cwm Darran Café	1 unit
Cwmcarn Forest Drive units	2 units

Grade II Listed

Via Property Services (72 in total)

Building Leases (49)

Aberbargoed Recreation Ground pavilion
Abercarn Welfare New Bowls pavilion
Abertysswg Playing Fields Changing Rooms
Abertysswg RFC
All Saints Boxing Club, Caerphilly – former boys brigade
Bargoed Park – Rugby Club Store
Bargoed Park Lodge
Blackwood Showfield Band Hall
Blackwood Bus Station Cafe
Bryn Park Bowls Pavilion, Bedwas
Caerphilly Day Centre
Caerphilly Variety Club Family Centre
Cefn-y-brithdir Farm, Brithdir *Grade II Listed (Pig Sty)*
Cefn Hengoed Youth Centre
Crosskeys RFC & Silver band
Crumlin OAP Hall
Cwmcarn Forest Drive, Cycle Shop
Deri RFC Clubhouse – Institute building
Fleur-de-lis Boxing Club, Pengam
Former Caerphilly Library
Former Lower Rhymney Community Centre
Former Risca Cash Office
Former Risca UDC Office – Risca Choir
Gelligroes Mill, Pontllanfraith *Grade II* Listed*
Gilfach OAP Hall, Gilfach
Gilfach Welfare ground – Tennis pavilion
Hafodyrynys Recreation Ground pavilions x2
Islwyn Indoor Bowling Centre, Pontllanfraith
Llanfach Cemetery Lodge, Abercarn
Maesycwmmmer OAP Hall
Nelson Miner's Welfare Institute
Newbridge Welfare Ground Cricket pavilion
Oxford House - South Wales Railway Museum Ltd. *Main building Grade II Listed*
Penallta Rugby Club - ground floor Ty Graddfa
Penmaen House, Phoenix Transport
Penyrheol Cemetery Chapel, Caerphilly
Penyrheol Bowls pavilion
Risca Family Centre
Risca Old Cemetery Chapel
Risca Scout Hall, Channel View
Risca Old Cemetery – former Sexton's house, 65 Cromwell Rd
Senghenydd Welfare Ground Bowls Pavilion
Tanybryn Playing Fields Pavilion, Risca
Tir Trosnant Farmhouse, Hengoed
Treowen Stars Sports & Social Club
Ty Clyd Bungalow
Ty Isaf Recreation Ground Pavilion, Risca
Ty Dyffryn, Ystrad Mynach
White Rose Resource Centre (part), New Tredegar

Ground Leases - where buildings owned by others (23)

143-145 High Street, Blackwood – retail unit
83 Cardiff Road, Caerphilly – retail unit
Abercarn 1st Scout's Hall, Bridge Street
Bedwas Bryn Park Changing Rooms
Blackwood Stars RFC
Caerphilly 1st Scouts Hall, Nantgarw Road
Caerphilly 2nd Scouts Hall, Nantgarw Road
Caerphilly Girl Guides Hall, Nantgarw Road
Cefn Fforest 1st Scout Hall, Waunborfa Road
Cefn Fforest Workingmen's Club (RFC Club)
Gelligaer Amateur Boxing Club
Gelligaer Community Council Offices
Hollybush Community Centre
Kendon & Woodview Community Hall
Llanbradach RFC
Newbridge RFC Clubhouse
Penllwyn Community Centre
Risca OAP Hall, Park Road
Risca RFC
Treowen Community Centre
Trinant Community Centre
Virginia Park Tennis Pavilion, Caerphilly
Waunfawr Park Bowls Pavilion, Crosskeys

Appendix 4

Other Operational Sites (234 in total)

Depots/Storage (12)

Aberbargoed Timber Store – Bowen Ind. Estate
Abercarn Grounds Maintenance Depot
Bargoed Park Grounds Maintenance Depot
Bedwas Highways Sub-Depot
Blackwood Showfield Grounds Maintenance Depot
Islwyn Park Grounds Maintenance Depot
New Tredegar Business Park – Winding House Storage
Newbridge Welfare Grounds Maintenance Storage
North Rhymney Housing Depot
Penallta Grounds Maintenance Depot
Penmaen NCS Highways Depot
Waunfawr Park Grounds Maintenance Depot

Miscellaneous Sites (2)

Coed Top Hill Reed Bed Facility, Gelligaer
Former Hengoed Fire Station, Ysbyty Ystrad Fawr *Grade II Listed*

Bus Station Buildings (1)

Blackwood Bus Station (inc. café) *Cafe leased out*

Customer First Offices (1)

Pontlloftyn Customer First Centre

Cemetery Buildings (7)

Bedwas Cemetery
Bedwellty Cemetery
Dan-y-Graig Cemetery, Risca
Gwaelod-y-Brithdir Cemetery, Brithdir
Llanfach Cemetery, Abercarn
Rhymney Cemetery
Risca Old Cemetery

Community Education (3)

Crumlin Institute *Leased in*
Oxford House Adult Education Unit
Cwmcarn Outdoor Education Unit

Civic Amenity Sites (6)

Aberbargoed Civic Amenity
Full Moon Civic Amenity, Crosskeys
Penallta Civic Amenity
Penmaen Civic Amenity, Pontllanfraith
Rhymney Civic Amenity
Trehir Landfill & Civic Amenity, Caerphilly

Leased in

Community Centres (35)

Abertridwr Community Centre
Abertysswg Community Centre
Ael-y-Bryn Community Centre
Argoed Community Centre
Bargoed Community Centre
Cascade Community Centre
Cefn Fforest Community Centre
Cefn Hengoed Community Centre
Channel View Community Centre
Cwmfelinfach Community Centre
Deri Community Centre
Fleur-de-Lis Community Centre
Fochriw Community Centre
Gelligaer Community Centre
Graig-y-Rhacca Community Centre
Hengoed Community Centre
Llanbradach Community Centre
Machen Village Hall & Library
Maesycwmmer Village Hall
Markham Community Leisure Centre
Nelson Community Centre
Oakdale Community Centre
Pentwynmawr Community Centre
Penybryn Community Centre
Penyrheol Community Centre
Phillipstown Community Centre
Plasmawr Community Centre, Blackwood
Rhymney Lower Community Centre
Rhymney Day Centre
Senghenydd Community Centre
The Twyn Community Centre
Tirphil Community Centre
Tir-y-berth Village Hall
Trecenydd Community Centre
Van Community Centre, Caerphilly

Leased in

Learning Centres (2)

Glan-y-nant Learning Centre
The Hive Tuition Centre, Caerphilly

Countryside Services (8)

Parc Cwm Darran Camping Site
Penallta Country Park
Penyfan Pond Country Park
Sirhowy Farm, Cwmfelinfach
Babell Chapel, Sirhowy
Full Moon Cottage, Sirhowy
Ty Fry Farm, Aberbargoed
Ty Fry Education Centre

Leased in Grade II Listed

*Leased in
Leased in*

Leisure Centres (11)

Bedwas Leisure Centre & Pool
Caerphilly Leisure Centre
CCBC Centre for Sporting Excellence
Cefn Fforest Leisure Centre
Heolddu Leisure Centre
New Tredegar Leisure Centre
Newbridge Leisure Centre
Pontllanfraith Leisure Centre
Risca Leisure Centre
St. Cenydd Leisure Centre
Sue Noake Leisure Centre

Public Conveniences (1)

Abercarn Welfare Ground Toilets

Flying Start Buildings (14)

Aberbargoed Flying Start store
Blackwood Flying Start
Bryn Flying Start, Pontllanfraith
Graig-y-Rhacca Flying Start
Hengoed Flying Start
Nant-y-Parc Flying Start
Pantside Flying Start
Parc-y-Felin Flying Start
Penllwyn Millenium Centre Flying Start
Penyrheol Flying Start
Phillipstown Flying Start
Rhymney Flying Start
Trinant Flying Start
St. James' ICC Flying Start

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Libraries (16)

Aberbargoed Library	
Abercarn Library	
Abertridwr Library	
Bargoed Library & Customer First	<i>Leased in Grade II* Listed</i>
Bedwas Library	
Blackwood Library & Customer First	
Caerphilly Library & Customer First	
Deri Library	
Llanbradach Library	
Nelson Library	
Newbridge Library	<i>Grade II Listed</i>
Oakdale Library	<i>Leased in</i>
Pengam Library	
Rhymney Library	
Risca Library & Customer First	<i>Leased in Grade II Listed</i>
Ystrad Mynach Library	

Museums & Tourism (5)

Blackwood Miner's Institute	<i>Grade II* Listed</i>
Caerphilly Visitor Centre	<i>Part Leased out</i>
Cwmcarn Forest Drive	<i>Part Leased out</i>
Elliot Colliery Winding House Museum	<i>Grade II* Listed</i>
Llancaiach Fawr Manor House	<i>Grade I Listed</i>

Offices/Administration (14)

5-6 De Clare Court Housing Office, Caerphilly	<i>Leased in</i>
Blaenau Gwent & Caerphilly Youth Offending	
Brodawel House – Community Support Team	
Community Regeneration Office, 43 Atlee Court	
Blackwood Area Housing Office	<i>Leased in</i>
Graig-y-Rhacca Area Housing Office	
Gwent Speech & Language Unit, Cwmbran	<i>Leased in</i>
Hafod Deg Resource Centre, Rhymney	<i>Part Leased out</i>
Lansbury Park Area Housing Office	
Llanhilleth Youth Offending Team	<i>JV / Leased in</i>
Pontypool Adult Social Services	<i>JV/ Leased in</i>
Risca Adult Reablement, Brooklands	
Telecare Office, Parc Penrhos	<i>Leased in</i>
Graig-y-rhacca Resource Centre	

Social Services (25)

Day Centres (12)

Blackwood Resource Centre, 29-31 Lilian Road
Brondeg Day Centre for Older People
Brooklands Adult Day Centre, Risca
Coed-y-Cwm Day Centre
Markham Resource Centre
Rhymney Health & Social Care Centre
Springfield Resource Centre
Windy Ridge Gardening Project, Pontllanfraith
Woodfieldside Unit 12 – Blackberry Catering
Woodfieldside Units 13-15 – Pont Woodcraft
Woodfieldside Units 9-11 – Sirhowy Crafts
Ystrad Mynach Day Centre for Adults

Leased in

Residential (12)

15 Heol Pencarreg, Bargoed
Beatrice Webb Home for the Elderly
Brodawel Home for the Elderly
Castle View Home for the Elderly
Hengoed Group Home – 14 Graig Road
Min-y-Mynydd Home for the Elderly
Montclair Residential Home for the Elderly
Newbridge Children's Home – 14 Coed Duon View
Penyrheol Community House – Ty Ni
Ty Clyd Home for the Elderly
Ty Gwilym Residential Home
Ty Iscoed Home for the Elderly

Leased in

Other

Caerphilly Children's Centre

Space leased in

Sports Pavilions (67)

Abertridwr Welfare Park Changing Rooms
Abercarn Welfare Ground Football Pavilion
Abercarn Welfare Ground Old Bowls Pavilion
Abertysswg Playing Fields Changing Rooms
Aneurin Park Pavilion, Caerphilly
Bargoed Park Athletic Club Store
Bargoed Park Grandstand
Bargoed Park Rugby Changing Rooms
Bargoed Welfare Bowls Pavilion
Bedwellty Pavilion
Blackwood Showfield Changing Rooms
Britannia Sports Pavilion
Brithdir Welfare Ground Pavilion
Castell Maen Pavilion, Caerphilly
Cefn Fforest Miner's Welfare Pavilion
Croespenmaen Football Field Pavilion
Cwmcarn Pavilion, Feeder Row
Deri Playing Fields Pavilion
Fields Park Recreation Pavilion, Newbridge
Fochriw Welfare Park Pavilions
Gelligaer Recreation Ground Bowls Pavilion
Gelliwen Recreation Ground Pavilion,
Cwmsyfiog
Gilfach Welfare Ground Bowls Pavilion
Graig-y-rhacca Leisure Area Pavilion
Hollybush Recreation Ground Pavilion
Islwyn Park Rugby Changing Rooms
Islwyn Park Sports Pavilion
Kay Field Pavilion, Crumlin
Libanus Playing Fields Pavilion, Blackwood
Llanbradach Welfare Football Pavilion
Llanfabon Pavilion, Trethomas
Longbridge Field Sports Pavilion, Risca
Machen Playing Fields Changing Rooms
Maesycwmmwr Playing Fields Changing Rooms
Markham Pavilion, King George's Field
Morgan Jones Park Bowls Pavilion
Morgan Jones Park Changing Rooms & Toilets
New Tredegar Bowls Pavilion
Newbridge Welfare Ground Bowls Pavilion
Nine Mile Pont Recreation Ground Pavilion,
Cwmfelinfach
Oakdale Miner's Welfare Recreation Pavilion
Owain Glyndwr Playing Field Pavilion
Pantside Playing Field Pavilion, Newbridge
Pentwynmawr Changing Rooms, Newbridge
Pontlottyn Welfare Ground Pavilion
Pontymister Athletic Ground Pavilion
Rhymney Eisteddfod Field Sports Pavilion
Rhymney War Memorial Park Bowls Pavilion

Rhymney War Memorial Park Rugby Pavilion
Risca Fernlea Pavilion
Senghenydd Welfare Ground Bowls Pavilion
St. David's Recreation Ground Pavilion
The Bryn Playing Fields Pavilion, Pontllanfraith
Tir-y-berth Playing Fields Pavilion
Trelyn Pavilion, Fleur-de-lis
Trinant Recreation Ground Pavilion
Ty Isaf Recreation Ground Bowls Pavilion, Risca
Wattsville Recreation Ground Pavilion
Waunfawr Park – Main Pavilion
Waunfawr Park Bandstand
Waunfawr Park Cricket pavilion & score box
Waunfawr Park Cycle Hire
Waunfawr Park Rugby Changing Rooms
Wern Park Recreation Ground Pavilion
Ynys Field Recreation Ground Pavilion
Ystrad Mynach Park Bowls Pavilion
Ystrad Mynach Park Kiosk

Youth Centres (4)

Crosskeys Youth Centre
Rhymney Youth Centre
Risca Youth Centre
The Hangar Youth & Community, Aberbargoed

Appendix 5

Non-Operational and Surplus buildings (16 in total)

Surplus buildings/sites for disposal (5)

Former Ty Darran Home, Risca	<i>Likely to transfer to HRA – demolition in 2019</i>
Pontllanfraith Comprehensive School	<i>To be demolished in 2019</i>
Cwmcarn High School	<i>To be demolished in 2019</i>
Cwmcarn Leisure Centre	<i>To be demolished in 2019</i>
Former Risca Gym/Library, (Brooklands)	<i>To be demolished in 2019</i>

Surplus buildings/sites currently under review (11)

Bargoed Park – disused toilets	<i>Park has charitable status which will complicate sale</i>
Fleur-de-lis High Street toilets	<i>Vacant and future being reviewed. Possible sale</i>
Former Rhymney Function Centre	<i>Vacant held pending wider review</i>
Nelson Bus Station public toilets;	<i>Closed - future being reviewed. Possible sale</i>
Tir-y-berth Meals on Wheels	<i>Vacant future being reviewed</i>
5-6 High Street, Bargoed	<i>Terms provisionally agreed with new retail tenant</i>
Bargoed Bus Station Toilets	<i>Closed on April 1st - under review</i>
Cardiff Road Toilets, Caerphilly	<i>Closed on April 1st - under review</i>
Tredegarr Grounds Toilets, Risca	<i>Closed on April 1st - under review</i>
Ystrad Mynach Toilets	<i>Closed on April 1st - under review</i>
Neuadd-y-parc OAP Hall, Caerphilly	<i>Probable let on concessionary terms subject to Charities Commission approval</i>

Non-Operational and Surplus land (7 in total)

Surplus land for disposal (7)

Land at Riverside Walk, Deri	<i>Sale close to completion.</i>
Land at Park Lane, Caerphilly	<i>In negotiation with preferred developer</i>
Land at Bargoed Development Plateau	<i>Awaiting Welsh Government consent</i>
Bedwellty Fields Site	<i>Likely to be declared surplus and sold for housing in 2019.</i>
Land at former Newbridge Library site	<i>Title investigations underway; Welsh Government consent required as site was bought for allotment purposes.</i>
Land at former Pontllanfraith Civic Centre	<i>Redevelopment in collaboration with Pobl is being explored.</i>
Land at former Oakdale Comprehensive School	<i>Marketing pack being prepared.</i>



CABINET – 15TH MAY 2019

SUBJECT: LOCAL TOILETS STRATEGY

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

-
- 1.1 The attached report is due to be considered by the Environment and Sustainability Scrutiny Committee on 14th May 2019, prior to its referral to Cabinet.
 - 1.2 The views expressed at the meeting and the recommendations of the Scrutiny Committee will be reported verbally to Cabinet on 15th May 2019.

Author: R. Barrett, Committee Services Officer, Ext. 4245

Appendices:

Appendix Report to the Environment and Sustainability Scrutiny Committee on 14th May 2019 - Agenda Item 8



ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE – 14TH MAY 2019

SUBJECT: LOCAL TOILETS STRATEGY

REPORT BY: INTERIM CORPORATE DIRECTOR, COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To consider the findings of the public consultation exercise undertaken on the draft Caerphilly County Borough Local Toilets Strategy together with consideration of the updated strategy prior to presentation to Cabinet for a decision.

2. SUMMARY

- 2.1 A report was presented to Cabinet on the 28th November 2018 detailing the requirement for Caerphilly County Borough Council to produce a Local Toilets Strategy. The report also sought permission to consult on the prepared draft Local Toilets Strategy. Caerphilly County Borough Council must publish its strategy by the 31st May 2019.
- 2.2 The duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly. The Local Authority must take a strategic view on how facilities can be provided and accessed by their local population. Upon review of this strategy, Caerphilly County Borough Council is required to publish a statement of progress. The strategy should contribute toward achieving accessible and clean toilets wherever people live, work or visit.
- 2.3 During Autumn 2018, an assessment of need, including a public consultation exercise, was completed to identify existing provision, current and future need and gaps in provision. Feedback and findings from this work were incorporated into the draft Strategy. Thereafter, a public consultation exercise was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the content of the updated draft strategy. 83 responses were received and have been analysed and reported at Appendix 1.
- 2.4 The last consultation exercise was run almost in parallel with the public consultation on the Medium Term Financial Plan (MTFP); which included a proposal to close five blocks of public toilets across the county borough. Consequently, many of the respondents associated the closure of the public toilets with the Strategy, consequently much of the feedback from the consultation exercise related to the removal of existing provision, particularly facilities for disabled persons.
- 2.5 The Strategy makes reference to the closure of the public toilets; therefore it has not been necessary to amend the strategy as a direct result of comments received. The Strategy is attached as Appendix 2.
- 2.6 Environment and Sustainability Scrutiny Committee are asked to consider the findings of the public consultation exercise and the updated Local Toilets Strategy prior to presentation to Cabinet for a decision to adopt and publish the Local Toilets Strategy.

3. RECOMMENDATIONS

- 3.1 That Scrutiny Committee consider the findings of the public consultation exercise and the updated Local Toilets Strategy prior to presentation to Cabinet for a decision to adopt and publish the Local Toilets Strategy.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 So that Cabinet can take into account the views of Environment and Sustainability Scrutiny Committee when considering the recommendations to agree and publish the updated Local Toilets Strategy by the 31st May 2019.
- 4.2 To comply with the statutory requirement to develop and publish a Local Toilets Strategy.

5. THE REPORT

- 5.1 Toilets for public use matter to everybody who goes “away from home” and remain a high-profile issue. They are, however, even more important to certain groups within society, including older people, people with disabilities, people with particular needs (including certain medical problems), women, children and young people and their families. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people’s ability to maintain independence and dignity in later life.
- 5.2 A draft Local Toilets Strategy has been prepared and incorporates feedback following a consultation undertaken as part of a Needs Assessment exercise during September 2018 (from which 357 responses were received); and a public consultation exercise on the proposed strategy was undertaken between the 14th December 2018 and the 8th March 2019.
- 5.3 The key engagement mechanisms used for the more recent consultation included:
- Online - via the CCBC Website, social media (including Facebook and Twitter)
 - E-mail alerts and correspondence
 - Paper Questionnaires – requested by groups and residents.
 - Hard copies of the draft Strategy and surveys available at all libraries and Penallta House

The analysis of the 83 responses received is detailed in the Caerphilly County Borough Council Local Toilets Strategy Consultation Report (attached at Appendix 1) and has been used to inform the content of the Strategy. A list of organisations separately consulted is detailed in the report.

- 5.4 The draft Strategy sets out 14 options for consideration over the next two years in order to increase the provision of local toilets. Respondents were asked to indicate whether they agree or disagree with the proposed options as outlined below:
1. Explore all options available including working with the private sector, voluntary services and Community Councils to make more local toilets available in places where they are most needed.
 2. Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.
 3. Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to being mapped.

4. Work with Aneurin Bevan University Health Board and health care providers to encourage them to make their facilities available to the public, to participate in the mapping scheme, and to display the toilet logo sticker in appropriate premises.
5. Improve awareness and the information available on toilet provision in the county borough by updating information on the Caerphilly CBC website, and regularly update the Lle open access data repository with Welsh Government.
6. Provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology.
7. Work with partners to improve provision in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops.
8. Review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources.
9. Continue to work with the Police and residents, community groups and others to ensure that facilities are as safe as possible.
10. Not charge residents to use toilet facilities in Council buildings where there is provision
11. Explore options for providing facilities for the homeless/rough sleepers.
12. Ensure that the Events Safety Advisory Group continues to provide advice and guidance on temporary toilet facilities to be provided at organised events.
13. Ensure that sustainable development and energy is taken into consideration when facilitating the provision of local toilets.
14. Ensure that officers raise the need for changes to Planning policy legislation in relation to toilet provision and access.

5.5 Analysis of responses indicates that there was strong agreement with each of the proposed options although caution should be taken when interpreting the results as the total number of responses to the survey was low. In addition, as the survey was self-selecting in nature, those with a personal interest in the topic are more likely to have responded than those who are not directly affected.

Those who disagreed with any of the options were asked to give their reasons for this. Respondents were also asked to identify anything that is missing from the list and highlight whether their responses had been influenced due to any of the protected characteristics under the Equality Act 2010.

As noted above, caution should be taken in identifying key themes due to the low number of responses to the survey and the high level of agreement with the options put forward.

Key themes to emerge include:

- A general disagreement with the proposed closure of Council run facilities in town centres, specifically, Blackwood, Ystrad Mynach and Risca.
- Concerns related to the lack of alternative provision, particularly at transport hubs and the need to work with transport providers
- A number felt that reliance on businesses to provide facilities was impractical (inaccessible, health and safety reasons) or unlikely (lack of incentive for businesses).
- Ensuring that older people, those with disabilities and certain medical conditions and young families are not disproportionately disadvantaged when closing Council run facilities by taking appropriate mitigating actions e.g. a number of comments made reference to those who need accessible toilets via a RADAR key
- Providing information on the location of facilities is important but there were concerns over relying solely on websites and mobile phone technology
- A small number felt that introducing a small charge would be appropriate for clean facilities
- A number commented that the proposal to close Council run public conveniences was counter to a number of other CCBC strategies and policies.

- 5.6 It should be noted that the last consultation exercise was run almost in parallel with the public consultation on the Medium Term Financial Plan (MTFP); which included a proposal to close five blocks of public toilets across the county borough. Many of the respondents associated the closure of the public toilets with the Local Toilet Strategy, as such much of the above feedback from the consultation exercise relates to the removal of existing provision, particularly facilities for disabled persons.
- 5.7 On the basis that the Strategy makes reference to the closure of the public toilets; it has not been necessary to amend the Strategy as a direct result of comments received.
- 5.8 Locations of toilets will be promoted via a mapping app specifically designed for mobile technology and smart phones. Participating premises will also display a sticker in a prominent place, indicating that toilets are available for the public. The sticker will display the logo stipulated by Welsh Government. Mapping is an important part of our Strategy so that people who need to visit a toilet can easily access information about the location, opening times, accessibility and type of facilities available.
- 5.9 The draft Strategy sets out options that may be considered over the next two years in order to increase the provision of local toilets. The draft Strategy also highlights no Planning Policy support at a national level in relation to toilet provision and access; this issue has been reported to Welsh Government for their consideration.
- 5.10 Environment and Sustainability Scrutiny Committee are therefore requested to consider the findings of the public consultation exercise and the updated Local Toilets Strategy prior to presentation to Cabinet for a decision.

6. ASSUMPTIONS

- 6.1 That private businesses will continue to participate in a scheme that allows non-paying customers to utilise their facilities.
- 6.2 The strategy reflects the current hours of opening and delivery of council operated buildings.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The provision of a Local Toilets Strategy is a statutory requirement. Addressing the provision of toilets for use by the general public contributes to the Caerphilly Public Services Board Well-being Plan 2018-2023, supporting the Positive Change, Positive People and Positive Places objectives.
- 7.2 The work also supports the following Corporate Well-being Objectives, identified within the
- WBO 5: Creating a county borough that supports a healthy lifestyle in accordance with the Sustainable Development Principle within the Well-being of Future Generations (Wales) Act 2015
 - WBO 6: Support citizens to remain independent and improve their well-being

8. WELL-BEING OF FUTURE GENERATIONS

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

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of Vibrant Culture and Thriving Welsh Language
- A globally responsible Wales

The draft Local Toilets Strategy supports all even of the above goals.

- 8.2 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 below:

LONG TERM - Securing the provision of toilet facilities into the future requires a strategic approach that maximises available provision across the public, private, and voluntary sector. The council portfolio of public toilet blocks across the whole of the authority is not likely to be sustainable in the long term due to cuts in the revenue available to the local authority. The financial climate means that it is important to consider how local toilet provision can be maximised for existing and future generations.

INVOLVEMENT - An extensive consultation has taken place with the community. Understandably residents wish to see as many toilet facilities as possible and in locations where they are most needed.

PREVENTION - The promotion of well-being now prevents health related problems in the future and reduces demand on public services. The council has made toilets available to the public from many of its buildings.

COLLABORATION - We have encouraged and collaborated with certain private businesses across the county. Such business owners have been invited to volunteer their facilities for use to non-paying customers.

INTEGRATION - We have considered how the proposed strategy contributes to well-being objectives by promoting clean safe facilities in the locations they are required.

9. EQUALITIES IMPLICATIONS

- 9.1 An equality impact assessment has been completed and is attached as Appendix 3 to this report.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no financial implications associated with this report, although Members should note the significant pressure on the Authority's finances which will have an impact on its ability to provide toilets for public use in the future.

11. PERSONNEL IMPLICATIONS

- 11.1 There are no personnel implications associated with this report.

12. CONSULTATIONS

- 12.1 The consultation undertaken is outlined in the main body of the report above.
- 12.2 The consultees listed below have been consulted on this report and their views have been incorporated accordingly.

13. STATUTORY POWER

- 13.1 Part 8 of the Public Health (Wales) Act 2017.

Author: Ceri Edwards, Environmental Health Manager (edwarc@caerphilly.gov.uk)
Consultees: Councillor Eluned Stenner, Cabinet Member for Environment & Public Protection
Councillor Nigel George, Cabinet Member for Neighbourhood Services
Mark S. Williams, Interim Corporate Director, Communities
Rob Hartshorn, Head of Public Protection, Community & Leisure Services
Rob Tranter, Head of Legal Services and Monitoring Officer
Anwen Cullinane, Senior Policy Officer (Equalities & Welsh Language)
Mike Eedy, Finance Manager
Shaun Watkins, Human Resources Manager
Stephen Harris, Head of Business Improvement

Background Papers:

Draft Local Toilets Strategy Summary Document
Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report

Appendices:

Appendix 1 Caerphilly County Borough Council Local Toilets Strategy Consultation Report
Appendix 2 The Caerphilly CBC Draft Local Toilets Strategy
Appendix 3 Equality Impact Assessment

Caerphilly County Borough Council Draft Local Toilet Strategy

Consultation Report

Introduction

Under the Public Health (Wales) Act 2017 Caerphilly County Borough Council have a duty to prepare and publish a Local Toilet Strategy for the county borough by 31 May 2019.

Whilst the Council are not required to provide and maintain public toilets themselves, they must take a strategic view as to how facilities can be provided and accessed by our local population. To this end, the Local Toilet Strategy must include a plan showing how the identified needs will be met.

During Autumn 2018, an assessment of need, including a public consultation exercise, was completed to identify existing provision, current and future need and gaps in provision. Feedback and findings from this work are incorporated into the draft strategy.

Method

The outcomes of the needs assessment and consultation was published in full alongside the draft Local Toilet Strategy and was open to a period of resident, visitor and stakeholder consultation from **14th December 2018 to 8th March 2019**.

During this time, a variety of methods were used to encourage and enable all sectors of the community to have their say.

Engagement

Key engagement mechanisms included:

- Online - via the CCBC Website, social media (including Facebook and Twitter)
- E-mail alerts and correspondence
- Paper Questionnaires – requested by groups and residents.
- Hard copies of the strategy and surveys available at all libraries and Penallta House

A detailed stakeholder communication and engagement plan is outlined in **Annex 1**.

Social Media

The consultation was promoted via social media at the outset of the consultation period and again in March.

Survey

The questionnaire was designed to seek residents, stakeholder and visitors views on the proposed options that are set out in the Caerphilly draft Local Toilet Strategy.

Respondents were asked whether they agreed or disagreed in relation to each of the options set out for delivering the strategy over the next two years. There was also an opportunity to explain why they disagreed with any of the options put forward, to suggest additional options for inclusion in the strategy and to note any equalities implications. A copy of the survey is included in **Annex 2**.

Survey Findings

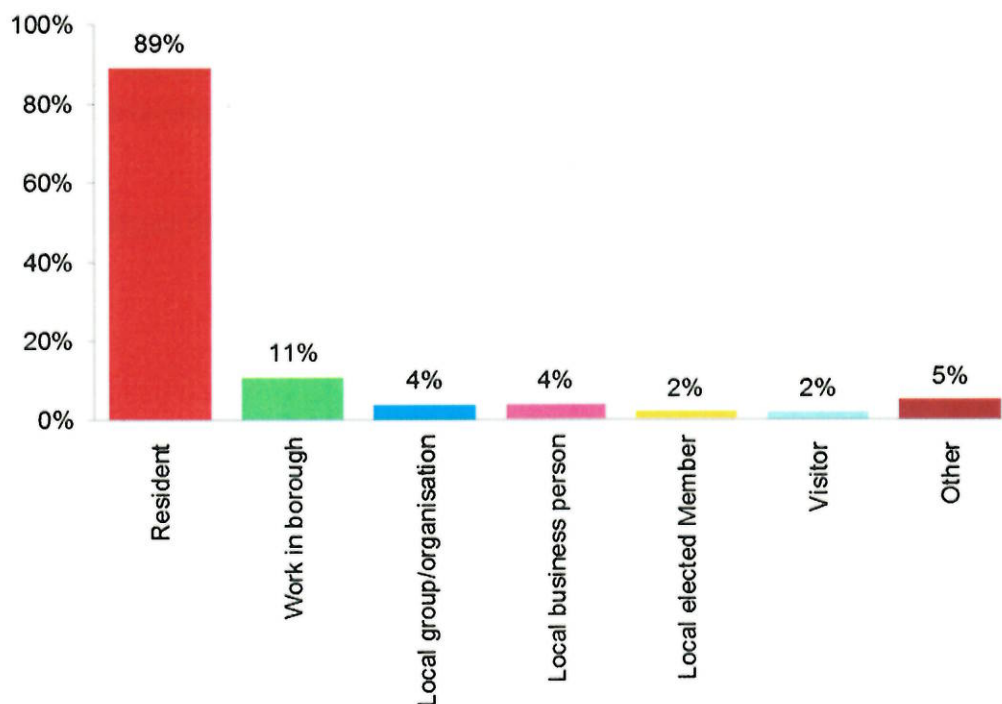
A total of 83 responses were received and have been included in this analysis. Where the number of responses to a particular question is lower than this figure this is noted in brackets in the heading of the relevant question.

Respondent Profile

A profile of respondents provides context for an analysis of the responses received.

As shown in **Graph 1**, the largest proportion (89%) of those who responded indicated that they were resident of the county borough. 11% indicated that they work in Caerphilly county borough. (Note: responses are not mutually exclusive meaning that respondents were able to select more than one response therefore, the total does not equal 100%.)

Graph 1: Interest in Consultation



Sex (n=81)

Of those who gave a response to this question, 49% were female and 44% were male.

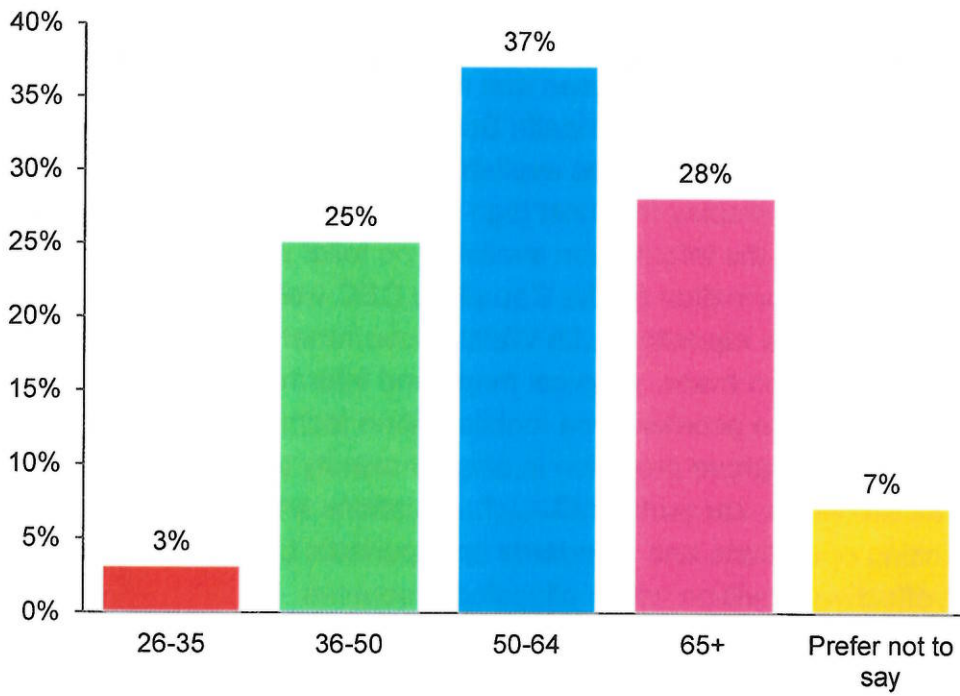
Disability, long-term illness or health problem (n=86)

30% of respondents completing this question stated that they have a disability and a further 22% stated that they have a long term illness or health problem.

Age Groups (n=81)

As shown in **Graph 2**, the largest proportion of respondents were aged 50 and over. There were no responses from those aged 25 and under.

Graph 2: Respondent Age Groups



Options for Consideration

The Draft Strategy set out 14 options for consideration over the next two years in order to increase the provision of local toilets. Respondents were asked to indicate whether they agree or disagree with the proposed options as outlined below:

1. Explore all options available including working with the private sector, voluntary services and Community Councils to make more local toilets available in places where they are most needed
2. Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias
3. Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to being mapped
4. Work with Aneurin Bevan University Health Board and health care providers; to encourage them to make their facilities available to the public, to participate in the mapping scheme and to display the toilet logo sticker in appropriate premises
5. Improve awareness and the information available on toilet provision in the county borough by updating information on the Caerphilly CBC website, and regularly update the Lle open access data repository with Welsh Government
6. Provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology
7. Work with partners to improve provision in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops
8. Review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources
9. Continue to work with the Police and residents, community groups and others to ensure that facilities are as safe as possible
10. Not charge residents to use toilet facilities in Council buildings where there is provision
11. Explore options for providing facilities for the homeless/rough sleepers
12. Ensure that the Events Safety Advisory Group continues to provide advice and guidance on temporary toilet facilities to be provided at organised events
13. Ensure that sustainable development and energy is taken into consideration when facilitating the provision of local toilets
14. Ensure that officers raise the need for changes to Planning policy legislation in relation to toilet provision and access

As can be seen in **Graph 3**, there was strong agreement with each of the proposed options although caution should be taken when interpreting the results as the total number of responses to the survey was low. In addition, as the survey was self-selecting in nature, those with a personal interest in the topic are more likely to have responded than those who are not directly affected.

Key Themes

Those who disagreed with any of the options were asked to give their reasons for this. Respondents were also asked to identify anything that is missing from the list and highlight whether their responses had been influenced due to any of the protected characteristics under the Equality Act 2010.

As noted above, caution should be taken in identifying key themes due to the low number of responses to the survey and the high level of agreement with the options put forward.

Key themes to emerge include:

- A general disagreement with the proposed closure of Council run facilities in town centres, specifically, Blackwood, Ystrad Mynach and Risca.
- Concerns related to the lack of alternative provision, particularly at transport hubs and the need to work with transport providers
- A number felt that reliance on businesses to provide facilities was impractical (inaccessible, health and safety reasons) or unlikely (lack of incentive for businesses).
- Ensuring that older people, those with disabilities and certain medical conditions and young families are not disproportionately disadvantaged when closing Council run facilities by taking appropriate mitigating actions e.g. a number of comments made reference to those who need accessible toilets via a RADAR key
- Providing information on the location of facilities is important but there were concerns over relying solely on websites and mobile phone technology
- A small number felt that introducing a small charge would be appropriate for clean facilities
- A number commented that the proposals to close Council run public conveniences was counter to a number of other CCBC strategies and policies.

Please refer to **Annex 3** for a full digest of comments. Note: Survey responses received after the closing date have not been included in the statistical analysis, however, additional comments have been included in **Annex 3**.

Comments from other sources

Written comments in response to the consultation were received from a number of other sources:

- Gelligaer Community Council
- The Future Generations Commissioner for Wales
- Social Media
- E-mail

The responses received mirrored the concerns of those who responded via the survey and are included in **Annex 3**.

Graph 3: Percentage of respondents who agree with options put forward



Annex 1: Draft Local Toilets Strategy Engagement Process December 2018 – Feb 2019

	Action
14/12/18	Bilingual formal consultation live on CCBC website 14/12/2018 until 8 th March 2019. Also available via all libraries and Ty Penallta reception. Consultation offered in alternative formats.
19/12/18	Consultation sent to individuals / groups / organisations on the Caerphilly Well-being Plan engagement database
19/12/18	Consultation sent to <ul style="list-style-type: none"> • Vol Sector Forum • Forum mailing list • Caerphilly Gavo Members
19/12/18	Consultation distributed to GAVO's Health and Social Care Alliance
19/12/18	Consultation distributed to the Countryside Access Forum
19/12/18	Consultation distributed to the Green Spaces Network
19/12/18	Consultation distributed to the Safer Caerphilly Delivery Group
19/12/18	Consultation distributed to Caerphilly 50+ Forum and the Smarter Working Network.
19/12/18	Consultation sent to Caerphilly Parent Network
19/12/18	Consultation shared with Youth Service - Junior Forum, Youth Forum and Youth Service
19/12/18	Consultation distributed to Business Forum
19/12/18	Consultation sent to Cornerstone
19/12/18	Consultation sent to CCBC Elected Members and Voluntary Sector Liaison Committee
19/12/18	Consultation sent to all town and community councils
20/12/18	Consultation sent to Rhianon Passmore, David Hefin and Dawn Bowden. Assembly Members
20/12/18	Consultation sent to Gerald Jones, Chris Evans and Wayne David. Members of Parliament
19/12/18	Consultation shared widely within Supporting People field
19/12/18	Consultation shared with Leisure and Community Centres, clubs and associations Consultation placed on CCBC Intranet for CCBC staff to access
20/12/18	Consultation sent to : Age Cymru, Deafblind UK; RNIB; Action Hearing Loss Cymru, British Deaf Assoc Wales; Disability Can Do; Disability Wales; Caerphilly Access Group; Caerphilly People First; Caerphilly MIND;

20/12/18	Consultation sent to : Race Council Wales; Race Equality First; SEWREC; Umbrella Cymru; Stonewall Cymru; Menter Iaith; Welsh Language Forum / Urdd; Sports Wales; Welsh Athletics;
20/12/18	Consultation sent to : Future Generations Commissioner; Older Peoples Commissioner; Childrens Commissioner; Welsh Language Commissioner; Equalities and Human Rights commission; Office of Police and Crime Commissioner, WLGA;
20/12/18	Consultation sent to : Aelwyd Housing Association; Cadwyn; Charter Housing; Derwen Cymru; Linc Cymru; United Welsh Group; Wales & West Housing
20/18/12	Consultation sent to: Crohn's+Colitis UK; Gwent Alzheimer's Assoc; Diabetes Wales ; Stroke Association; Arthritis Care ; Helping Hands; Tenovus Cancer Care; Macmillan Cancer Care; ProstateCymru; Carers Wales; South East Wales Carers Trust; Trinity Fields school; Homestart Caerphilly, Right From The Start Caerphilly Consultation shared via CCBC Early Years with families, parents, grandparents, guardians, carers, parents to be
19/12/18	Consultation shared with social enterprises
20/12/18	Consultation sent to : Arriva Trains Wales; Phoenix Transport; Rainbow Community Travel Services; connect2; Harris Coaches, NAT Group; Rail Linc; Stagecoach
19/12/18	Consultation sent to British Toilet Association
20/12/18	Consultation sent to : Visit Wales; Visit Caerphilly; National Trust Wales; National Parks Wales; Groundwork Wales, National Resources Wales Unison. GMB Caerphilly and GMB Regional
20/12/18	Consultation sent to : CHC, Allied Healthcare; i-care, Mears Care; Carers Trust South East Wales; New Start Care Services; The Partnership of Care; Pride in Care; Q Care; Radis; Village Support Services; ALP Supported Living Services; Care Management Group; Compass Community Care LTD, Encompass Care LTD, Evergreen Care Wales Ltd; Expanding Horizons; Liberty Care LTD; Montana Healthcare Ltd.; P C Cymru Care Ltd; PRESS; REACH Supported Living; The Regard Office; Ridgemount Care Gwent Ltd; Mirus Wales
20/12/18	Consultation shared through engagement processes in ABUHB including patient groups.
19/12/18	Consultation sent to Andrew Highway to share with members of all Town Centre Management groups.
19/12/18	Consultation send to Andrew Short Blackwood councillor

19/12/18	Consultation sent to Tenovus
21/12/18	Distributed by Ageing Well in Wales network
Dec 18 and Feb 19	Consultation publicised via Twitter and Facebook and NewsOnline bulletin



Local Toilets Strategy Consultation

Under the Public Health (Wales) Act 2017 we have a duty to prepare and publish a Local Toilets Strategy for Caerphilly county borough by 31st May 2019.

The first stage of developing our strategy was to assess the community's need for toilets. This work was completed in Autumn 2018.

This Draft Strategy incorporates feedback and findings from the assessment of need exercise, and includes a plan showing how we will meet identified needs.

This consultation is on the Draft Strategy that has been produced, and will run from 14th December 2018 to 8th March 2019. We welcome comments from both residents and visitors to the county borough.

For the purposes of this survey and the Draft Strategy, the term 'toilet' includes changing facilities for babies and people with disabilities. These can be located in public buildings such as libraries and community centres, private buildings such as cafes and shops, as well as public toilets maintained by the Council.

You have a number of rights in relation to the information we hold about you, including the right of access to your information and the right of complaint if you are unhappy with the way your information is processed. For further information on how we process the information and your rights please follow this link: www.caerphilly.gov.uk/CaerphillyDocs/FOI/PrivacyNotices/Privacy-Notice-Consultations-Surveys.aspx

Please indicate your interest in this consultation (please select all that apply):

- As a resident of Caerphilly county borough
- As a visitor to Caerphilly county borough
- As a local Elected Member
- Representing a local group or organisation
- As someone who works in Caerphilly county borough
- As a local business person
- Other, please give details:

The Draft Strategy sets out options that may be considered over the next two years in order to increase the provision of local toilets. What are your views on the potential options, which are detailed below:

	Agree	Disagree	Don't know
Explore all options including working with the private sector, voluntary services and Community Councils to make more local toilets available in places where they are most needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to being mapped	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work with Aneurin Bevan University Health Board and health care providers; to encourage them to make their facilities available to the public, to participate in the mapping scheme and to display the toilet logo sticker in appropriate premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improve awareness and the information available on toilet provision in the county borough by updating information on the Caerphilly CBC website, and regularly update the Lle open access data repository with Welsh Government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work with partners to improve provision in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continue to work with the Police and residents, community groups and others to ensure that facilities are as safe as possible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not charge residents to use toilet facilities in Council buildings where there is provision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explore options for providing facilities for the homeless/rough sleepers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure that the Events Safety Advisory Group continues to provide advice and guidance on temporary toilet facilities to be provided at organised events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure that sustainable development and energy is taken into consideration when facilitating the provision of local toilets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensure that officers raise the need for changes to Planning policy & legislation in relation to toilet provision and access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you disagree with any of the options, please tell us why in the box below:

If you think there is anything that is missing from the options, please tell us in the box below:

If you feel that your response to this survey has been influenced (positively or negatively) because of any of the following: your ethnic origin, gender, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality or responsibility for any dependents, please give details:

I am aged:

- 11-15 years
- 16-25 years
- 26-35 years
- 36-50 years

- 50-64 years
- 65 years and over
- Prefer not to say

I am:

Male

Female

Prefer not to say

Other, please state

Do you have a disability, long-term illness or health problem (please select all that apply):

Yes, I have a disability

Yes, I have a long-term illness or health problem

No

Prefer not to say

Postcode

Thank you for taking the time to respond to this survey. Please return this form to any of the main Council offices or your nearest library, leisure centre, cash office, housing office or customer first centre. If you prefer, you can also return the survey in the post to Consultation and Public Engagement Officer, Policy Unit, Caerphilly County Borough Council, Penallta House, Tredomen Park, Ystrad Mynach, Hengoed, CF82 7PG.



**GELLIGAER COMMUNITY COUNCIL
CYNGOR CYMUNED GELLIGAER**

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Ms Vicki Doyle / Policy Team
Caerphilly County Borough Council
Ty Penallta
Parc Penallta
Ystrad Mynach
CF82 7PG

24th January 2019

Dear Vicki / Policy Team

Gelligaer Community Council would like to express its disappointment that the Welsh Government (WG) has not laid a statutory duty on any public authority i.e. local authorities, to provide sufficient public toilets for the needs of residents.

Whilst we support the aspirations of Caerphilly County Borough Council (CCBC) to promote provision of toilets in council buildings, health authority premises and buildings controlled by the voluntary and private sectors, we have little confidence that any significant progress will be made in replacing existing town centre toilets due for closure or in improving the current situation.

Few council buildings are available in suitable town centre locations and some of them i.e. community centres open intermittently and are under the control of management committees who may not want to take on the extra caretaking costs of cleaning.

Toilet facilities in libraries are usually only adequate for staff and users.

A WG scheme was developed some years ago by which private establishments were offered £500 to allow their toilets to be used by the public. There was very little take up of this initiative and where businesses did take up the scheme, access was often unsatisfactory. It is extremely unlikely that the private sector will participate in the realization of this strategy in any appreciable numbers.

Gelligaer Community Council agrees with the promotion of mapping apps showing available toilets and on the display of stickers by participating organizations. We would also agree to any attempts to improve awareness and information available on toilet provision on the CCBC website. But it must be noted that not all have access to IT and it could be argued that older people, the disabled and families with children are being discriminated against.

The proposal to the closure of toilets runs counter to council strategies to persuade people to use public transport rather than their cars. It also undermines CCBC's attempts and strategies to encourage people to use the town centres, rather than supermarkets, which usually have toilets.

Regular physical activity has many benefits for physical and mental health well-being. People who are physically active have up to a 50% reduced risk of developing a major chronic disease. With obesity being one of the most worrying health trends, and a sedentary lifestyle being one of the main contributors, attempts to encourage people to take exercise in our urban and country parks must not be thwarted by the lack of toilet provision.

We feel that the only workable option is for the council to continue to provide public toilets, especially at bus stations/ interchanges, in town centres and parks.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ceri Mortimer', with a horizontal line underneath.

Ceri Mortimer
Clerk to the Council



By email

11/01/2019

Re: Ymgynghoriad Strategaeth Toiledau Lleol / Local Toilets Strategy Consultation

Dear Sian Wolfe-Williams,

Thank you for sending us the Caerphilly Local Toilets Strategy Consultation.

I receive a large amount of consultation requests. Given the capacity of my office, I have set our priority areas to focus my resources. I seek to give full responses to the consultations which relate to my priorities (i.e. transport, housing stock, energy, adverse childhood experiences, skills for the future and social prescribing) in accordance with my strategic plan.

As this consultation relates to Caerphilly's local toilets strategy, it does not meet my criteria.

Having said that, to support your work I attach some of my Future Generations Frameworks. I expect public bodies, like Caerphilly Council, to fully implement the Act and carry out the duties that it sets out. To this effect, my frameworks set prompts to guide public bodies in formulating policies and taking decisions, but also to scrutinize such decisions or policies.

As you will see the prompts set out in the frameworks will be relevant to your consultation exercise (its substance and the way you use the five ways of working) and should, therefore, guide your work.

It is important that well-being objectives (of both public bodies and public services boards), the well-being assessments and plans, the statutory goals and the sustainable development principle (including the 5 ways of working) are considered throughout the process.

I hope that you will find these frameworks useful.

As I would like to create documents that are of great use for people and public bodies, I will continue developing my frameworks. Therefore, I would be grateful if you could provide us with any feedback on your experience of using them as part of your work.

Thank you in advance.



Comisiynydd
**Cenedlaethau'r
Dyfodol**
Cymru

**Future
Generations**
Commissioner
for Wales

Yours sincerely,

Marie Brousseau-Navarro

Marie Brousseau-Navarro
Director of Policy, Legislation and Innovation

p.p. Sophie Howe





Comisiynydd
**Cenedlaethau'r
Dyfodol**
Cymru

**Future
Generations**
Commissioner
for Wales

Annex 3: Social Media


Facebook

 **Caerphilly County Borough Council** ...
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Caerphilly County Borough Council's Cabinet has agreed to begin a 12 week public consultation on its draft **Local Toilets Strategy**


Mae Cabinet Cyngor Bwrdeistref Sirol Caerffili wedi cytuno i ddechrau ymgynghoriad cyhoeddus 12 wythnos ar ei Strategaeth ddrafft Toiledau Lleol







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Cabinet agrees to Local Toilets Strategy consultation
The **Local Toilets Strategy** is a legal requirement from Welsh Government...

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 Mana Boucher, Mandy Chick and 3 others 7 Comments 4 shares

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Carl Meredith in an announcement by the weish government yesterday only monmouth is facing a budget cut so how come ccbc you are still cutting back services when your funding is remainong the same screwing everyone over on this council rise you want to implement and... See more

Like Reply Message 11w



Caerphilly County Borough Council Hi Carl - The Council still faces a huge financial challenge that will require savings to be made next year. You can find out more and give your opinions on the proposals online here <https://www.caerphilly.gov.uk/thecaerphillyconversation>



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Caerphilly - Budget Consultation 2019 - 2020

Like Reply Commented on by Gerant King 191 11w



Carl Meredith stop paying the ex chief executive then nearly 5 million youve paid out on them its a disgrace and still you continue to screw us over people will only tolerate this for a little while ccbc as everybody can see wat you are doing to the county

Like Reply Message 11w



Maldwyn Thomas Is there someone employed just answering comments,

Like Reply Message 11w



Symon Dunstan Maldwyn Thomas if they didnt answer someone would moan about that as well

Like Reply Message 11w



Maria Boucher Maldwyn Thomas yes I believe so just so they can then go and speak to the relevant department you are addressing. Waste of resources I believe as I can do that just by picking up the telephone.

Like Reply Message 10w



Zoe Ruth Williams how much money is caerphilly council sitting on in its reseves?

Write a reply

Richie Jones Only public toilets in the villages are trees. The Towns are badly set up too. Laughable

Like Reply Message 11w

1

Keith Caddick Why is consultation needed? There are no public toilets between Risca and Blackwood !!!

Like Reply Message 11w

3

Brian Watkins Well said Kieth. 5-1 to Rhymney Valley ! Its a disgrace !

Like Reply Message 11w

Write a reply

Keith Caddick Public toilet sites in Caerphilly Borough. Oh what a surprise, in the old Islwyn area ONE situated in Risca. In the Rhymney Valley and Sirhowy area FIVE.

Like Reply Message 11w

1

Richie Jones A joke. Hardly looking after he elderly and disabled is it !! ??

Like Reply Message 11w

Write a reply

Liane Elms The Council have indicated they have no obligation to provide facilities and are looking at closing the ones they have. The only point this makes is to tell people where the toilets are. Very much a pointless exercise

Like Reply Message 11w

1

Rachel Warden Liane Elms what a waste of time and money 🤔

Like Reply Message 11w

Liane Elms Rachel Warden there is an Act in place which says the Council have to look into it but the Council have stated they don't have the money. They are looking at private shops letting people use theirs and putting a man on the

Twitter

CaerphillyCBC, Caerphilly Officers, Bargoed Officers and 5 others

  5  10



CaerphillyCBC  @CaerphillyCBC · 20 Dec 2018

Caerphilly County Borough Council's Cabinet has agreed to begin a 12 week public consultation on its draft Local Toilets Strategy bit.ly/2Cqc34b

 1  5  4



CaerphillyCBC  @CaerphillyCBC · 20 Dec 2018

Mae Cabinet Cyngor Bwrdeistref Sirol Caerffili wedi cytuno i ddechrau ymgynghoriad cyhoeddus 12 wythnos ar ei Strategaeth ddrafft Toiledau Lleol bit.ly/2SYP45G



CaerphillyCBC  @CaerphillyCBC · Mar 7

Have your say on our **Local Toilet Strategy**. Consultation closes on Friday 8 March 2019. bit.ly/2EUaT22

  2  



CaerphillyCBC  @CaerphillyCBC · Mar 4

Under the Public Health (Wales) Act 2017 we have a duty to prepare and publish a **Local Toilet Strategy** for the county borough bit.ly/2VCFB5w

  2  1 

Annex 3: Responses received via e-mail

From: Cllr. Johnston, Gary
Sent: 20 December 2018

Considering you closed the ones in Newbridge I can't see how you need to consult, unless the plan is that all towns should have one and I would be happy to support that

Response following Ystrad Mynach Traders' Meeting January 2019

- Closure of Public Toilets
 - We reiterate our concerns at the intention to close this facility which, if implemented, will deter shoppers.
 - We understood from the last TCMC that the request for business owners to open their toilet facilities to the public was no longer being pursued. However, some businesses report that they have received such a request in recent weeks. We remain opposed to this idea. The continued provision of public toilets is a small price to pay for the benefits received.
-

From:
Sent: 29 January 2019

I am writing to you The Plaza Cafe, Blackwood, Blackwood Bus Station.

My concern is the proposed closure of Blackwood Bus Station public toilets. with no other amenities near the area I am concerned for my elderly customers and many service users that visit me and the use the bus station on a daily basis if to nothing more than ease the boredom of their day. Many of these service users are unable to travel far and have difficulty in walking distances and getting places. The Café itself has only one toilet. It's only access is through our busy kitchen past various fat fryers and hot toasting machines. Obviously serviceable for our staff members but not the general public. Of course you are welcome to access this if you wish.

If you would please consider the general public that use these amenities on a regular basis and would be more than upset with its closure, I would be grateful.

Best wishes,

If you disagree with any of the options, please tell us why
1. With regard to night time gathering points. Later public toilet openings is a bad idea because this will encourage drug users to congregate in these areas as they need light to be able to inject when it is dark outside. And this provides a light warm private area. 2. Also there needs to be public toilets provided by Transport Wales at their railway stations.
All provision should be free not just in Council buildings. When public or business buildings are built or upgraded requiring planning/building control approval then public toilet provision should also be required e.g. the new train station for the metro. Also they should be available at all times when the station is in use.
As a person with a disability, I feel that the move to close our public toilets is a breach of the Equality Act. This has a direct impact on my ability to access towns across the county. It sits at odds with forward thinking initiatives such as the Morrisons supermarket unseen disability strategy. It causes distress to those who have a disability and discriminates against age. Both of these form part of the protected characteristics of the Equality Act.
Bad idea to shut Blackwood bus station toilets and Ystrad Mynach toilets - no convenient alternatives. Lack of toilets puts off visitors, thereby decreasing chance of tourist revenue.
Caerphilly Council are looking at closing existing toilets. Private establishments shouldn't then be expected to step in.
Do not believe private sector should be taking over any more public sector responsibilities believe it will eventually be the downfall of local authorities . Believe in pay for services to fund / part fund and provide upkeep for public conveniences .
Equal opportunities should only apply to disability - not other factors like gender, race etc.
Given introduction of recent legislation, the desire to promote the borough and regenerate it is essential that every village has facilities available for residents and visitors.recommission current facilities where available, make facilities available in all public buildings (including community centres), work with partners to ensure their facilities are available, provide grants (at a more attractive level) to commercial properties that will allow public use of their facilities and ensure all new planning applications for commercial/large scale developments include the requirement for toilets to be incorporated
I believe the cleansing of toilets is fine as it is
I don't believe it's appropriate to use hospitals as a public toilet, it's there for care and provision for patients and their visitors, and not as a general public toilet facility because the council want to save money, and reward themselves with a pay rise!
I make the comments as the carer for my disabled wife and as the Secretary for The Blackwood Stroke Support Group. All these options are plausible attempts to mitigate the considerable difficulties the reduction/closing of public toilets will have on the public but ignores the major impact on the disabled. Whilst abled bodied people can use toilets made available by private shops /pubs etc most of those are either inaccessible or unsuitable for the disabled because of the restricted space /steps etc. I speak from considerable personal experience. My suggestion would be to consider maintaining only those public toilets which have a disabled toilet accessed via a radar key. In general I feel it is an effect it is an attempt to transfer the costs of maintaining the relatively few public toilets away from the CCBC Council to other publicly funded bodies who themselves face stringent cuts.
I think residents would prefer to pay for clean and safe toilets but also understand that the cost of administering payments doesn't always make financial sense.
I think the focus should be on the safe and cost effective solution. Not ruling out options if they are not specifically sustainable or energy efficient.
I would and have willingly paid to use public toilets, when you have a disability you must be able to use toilets but there must also be a charge

<p>I'm sure hospital toilets are well used and imperative they remain hygienic and safe, hence best keep general public away. I don't see need for Planning to force developers to provide publicly accessible toilets, eg. via a new housing scheme (\$106 monies), as any planning obligations should directly reflect CCBC priorities, eg. educational infrastructure. A shopping centre, or similar, would include toilets anyway.</p>
<p>Improve Provisions in close proximity of taxi rank and bus stations. Blackwood Bus station is marked to go and by doing so will move facilities away from key areas, taxi rank opposite Library yet the library will be closed by 6PM therefore still not improved provisions</p>
<p>Many local councils in mid wales charge 20p to use the toilet, but they are clean and well looked after, a good idea. Rough sleepers have no problem they usually urinate in Public.</p>
<p>Public placed need public toilets, especially in areas where there is a high volume of public use; parks, bus stops and other public events.</p>
<p>Public Toilets in Caerphilly town should be open the people in Caerphilly, pay more than enough council tax which shouldn't be used to pay for gardening leave ,councils cock up not the council tax payers</p>
<p>Ref 1st question re private sector usage only 7 out of 97 businesses contacted would agree to private usage. Re 5 pointless updating website if there are no public toilets as CCBC are going to close 5 more public toilets i.e. Blackwood Bus Station and Caerphilly included. This draft strategy (2nd part) is a waste of time.</p>
<p>Should not ever ever close them</p>
<p>Strongly believe publicly funded bodies are best placed to provide public toilets</p>
<p>The basic right of any person within the county to have full access to suitable toilets should take priority over inevitable running costs. As a disabled person I need public toilets or business premises toilets to be available.</p>
<p>The council and police cannot maintain and police what we have now so what is the point of wasting more money on even more places that have gone out of control, police and look after what we have first!!! Rhymney resident</p>
<p>The council should provide public toilets, including within council offices. This may not be a statutory requirement, but it should be. It is a priority for the more vulnerable section of the community and it should be a priority for the council. The private sector is unlikely to welcome non-paying customers into their establishments to use their toilets, likewise doctors' surgeries. Who will fund the extra cleaning required? Lack of toilets will affect town centres like Ystrad Mynach as people will go to supermarkets to shop instead. Closing council toilets discriminates against older and disabled people and families with young children. The council seems to be pursuing contradictory aims. One the one hand it spends money promoting the High Street, on the other it discourages people from using the high street by closing its toilets. This strategy does not accord with the Health and Social Care strategy or the Caerphilly and Ystrad Mynach Masterplans.</p>
<p>These options are not easy for everyone to understand. Not the best survey, when you want people to have their say! The main point is that people in Ystrad Mynach require use of the toilet facilities. Especially those using the bus service. Gaffacino's and c37 will not allow you just to go in & use the facilities, people who get the bus often cannot get around, so would be left with Tesco, that is not an option. Putting stickers on places that will allow you to use toilets is fine, but many people won't even think to look, how will they know? There is no where else in this village that people could rely on. The cuts in our services, when council tax is increasing by a record percentage is a joke!</p>
<p>whilst I do not disagree with the options I notice you are only going to publish a list of facilities and maps online, this does not conform with the equal opportunities you express above. Not everyone can go online especially if they in a hurry to find one of your elusive toilets. I suggest that a street map should indicate where these facilities are clearly posted in town areas. It would be very helpful to know the times of each of these facilities are open. Thank you for giving us the opportunity to make these suggestions.</p>

Re working with partners to improve provision in close proximity to key night-time gathering points – these locations are usually in busy areas with public toilets
Have the bus and or train companies been consulted?

If you think there is anything that is missing from the o...
You need to work with 4ransport Wales – when people get off their trains there should be toilets at stations.
You have missed mention of Equality Act legislation to which these changes directly apply and your changes are therefore deliberately misleading to the public.
Prefer to have free facilities, but would pay, rather than see them shut.
Why don't you provide an annual payment or NNDR reduction to local shops who agree to allow the public to use their WC facilities? Exclude national corporate shops like McDonalds from this scheme though. Focus on LOCAL businesses.
Perhaps offer NNDR reductions to commercial properties that offer facilities to the public. More importantly ensure all toilets in public buildings are available to residents and visitors i.e. the LA take the lead on this and don't just rely on others. Do not close any facilities and certainly do not even consider such an option until this consultation has been concluded (and then only if there is overwhelming public support for closure)
Where is the basic human right, and need, to be able to relieve themselves, while out and about, in a civilised country? I've read recently that Caerphilly has just had their public toilets, refurbished for some thousands of pounds!! Why Caerphilly, and not Blackwood, or any other of the surrounding council areas? It's a blatant bias, which has been going on for many years, and should be addressed forthwith! We all pay council tax, and should have the same facilities!! Total mismanagement, and favouritism! Myself, and others, can't wait for the next council elections!
Consider continuing to maintain only those toilets accessed by Radar Keys.
What is not clear is where the money will be earned. I think services like the events safety advisory group should perhaps charge more to help find subsidies to local businesses to open their toilets. Providing facilities to rough sleepers and homeless people is required within this review but a toilet oriented view will not really resolve the wider issue.
The problem we have is not every person has strict hygiene rules and if they abuse facilities they should be banned
Provisions for disabled access is poor now, with the future option in Blackwood is to use local businesses, there is not many suitable locations to facilitate wheelchair users. Costa has facilities yet it is not practical trying to get passed customers through it's narrow shop.
All public toilets provided by the Council should have a 20p charge
You need to consider how areas will be affected when public services are cut.
All the toilet closures are contrary to Well Being and Future Generation Act of 2014. All the directions given where the Public Health Wales Act of 2017
Make businesses aware of toilet cards such as that issued by the Bladder and Bowel Association. We don't request the emergency use of their facilities on a whim. To be humiliated by a refusal is soul destroying.
See above. The council should make it clear that if insufficient private sector businesses agree to open their toilets to the public, and no convenient council offices are available, the council will provide toilets in town centres and at bus stations. This is not mentioned as an option.
Some simple basic questions that all types of people can understand!!!!
Whilst I do not disagree with the options I notice you are only going to publish a list of facilities and maps online, this does not conform with the equal opportunities you express above. Not everyone can go online especially if they in a hurry to find one of your elusive toilets. I suggest that a street map should indicate where these facilities are clearly posted in town areas. It would be vey helpful to know the times of each of these facilities are open. Thank you for giving us the opportunity to make these suggestions.
Work with Voluntary Organisations to improve the Toilet Services provided at their Premises. Making organisations services more equal and user friendly to the disabled.
Do not rely on mobile phones as the only means of making people aware of public conveniences.
Build changeable toilets in main car parks

There are few public toilets at present in the county borough. Whilst I applaud the councils aims it is paramount that existing facilities are not closed.
Street signs indicating where the nearest facilities are would also help.
I believe that the provision of public toilets, already in place and to be newly built, is a public right of decency not just something to be considered. Enough council tax is being paid to keep toilets open. And especially for people with bowel/bladder disease
There doesn't seem to be enough provision for public toilets when out and about in the county. There is not enough accessible information on RADAR KEYS how and when they can be used. As there appears to be no clear direction on signage / logos / for shop/office windows from the council on accessible toilet facilities this is a barrier to residents and visitors to our already declining town centres.
I think its disingenuous to not include that in your budget consultation that you are considering closing toilets? That makes absolutely no sense in the context of this consultation.
Must be disable friendly. Me
I think you should consider chargeable self cleaning toilet pods these are ready available across Europe. These could be in parks taking long walks it's so difficult for Ladies to be able to find an appropriate place to re leave themselves.
I believe that toilets should be available to make sure older people can use them.
Gender fluid toilets should be considered, this is covering all human rights, attendant should be insutu. No discrimination to youngsters
Toilet facilities should be available near Crescent Road Car Park for visitors. There aren't even any notices up and if these were they are too far for them.
It would be ideal, if existing toilet buildings remain, to keep options open for bringing them back into use whenever funding can be found for them, whether it is from local government or other sources.
Risca has a toilet block in Risca Park, which has a notice of closure. Why? When it is adjacent to the park, next to the bus stops – which is a bus terminus – therefore used by passengers, drivers, children using the Park and people with health problems. Need to be safe, hygienic and convenient.
In Risca, the toilet block (male/female/disabled) facilities has been cited for closure. The block is central to Risca park (Tredegar Grounds), adjacent to the bus stop which is a terminus, and convenient for the bus stops, for people medical problems and generally people need clean, hygienic and safe facilities for toilet matters.
Don't close Risca toilet block because it is used/needed by visitors/residents/bus users/people with health problems

If you feel that your response to this survey has been in...
Signage should put English before Welsh to accommodate the vast majority of residents and visitors to Caerphilly
Disability Age
Lack of changing places for infants and disabled - impact on people with disabilities and their carers
Disability - crohn's disease.
certainly any less of a service provision could disproportionately affect the disabled, some older persons and perhaps younger children. If this is the case I wonder if they could be subject to legal challenge
None of the above! Only that I'm a resident of Blackwood, and that in itself is a bias against me!
We already have a lack of accessible toilets and changing facilities in the area and this strategy needs to ensure that consideration is given to those who may be affected more by the closure of public toilets i.e. those with disabilities and medical conditions that impact on their ability to use non adapted facilities and or mean that they need to access these facilities more often. Personally, I've never been refused the use of facilities when I've asked if my young children could use them but we are able bodied.
No influence
My disability
I am disabled.
I am female, old and disabled but aspire to being active and public-spirited
Disability under Equality Act
It would be easier to have put are you someone that the law does not give a crap about and feel this has influenced your decision. We are people and all have the same rights - ow should. Anyway to answer the question. I have an over active bladder and sick of seeing so called disabled people with keys to us the toilet while I nearly wet myself have to wait two hours for the next bus from Bargoed. Why do you think disabled people are the only ones that cant wait for a toilet? You do know how the body works? I also like how you assume that disables people want vandalise toilets so let them in as when. I give the hand drier a quick going over with a paper towel when I have finished to clear splashes yet I am see as less trust worth to use a toilet and more deserving of wetting myself!
My response to the survey has been influenced by understanding that the Victorians reduced disease and improved cleanliness in the following century through the availability of public toilets so people stopped using the streets. Also there have been times, such as during pregnancy where a public toilet was very much needed.
Disability I have Crohn's disease and lots of public toilets are no longer open which I used in the past most shops don't let you use there's even with a medical card and more people are being diagnosed with Crohn's disease, IBS and other bowel issues
I am diabetic and need constant toilet re water tabs
Hydrocelus fluid on brain
it has come to my attention that all public toilets will be closed, in the Risca and caerphilly county area. i strongly object to this, I'm elderly and need access to toilets that do not require having to purchase a drink to access this facility, as that defeats the purpose of accessing toilets. also we have a bus terminus here, what about passengers changing bus or even more important our bus drivers. what about families with young children and the disabled. or are we expected go behind the trees. appalling.



CAERPHILLY COUNTY BOROUGH COUNCIL

Local Toilet Strategy May 2019

Executive Summary

Toilets for public use matter to everybody who goes “away from home” for some reason and remain a high-profile issue. They are, however, even more important to certain groups within society, including older people, people with disabilities, people with particular needs (including certain medical problems), women, children and young people and their families. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people’s ability to maintain independence and dignity in later life.

Part 8 of the Public Health (Wales) Act 2017: Provision of Toilets came into force on 31 May 2018 and places a duty on each local authority in Wales to prepare and publish a local toilets strategy for its area.

Local authorities in Wales now have the responsibility to:

- assess the need for toilet provision for their communities;
- plan to meet those needs;
- produce a local toilets strategy; and
- review the strategy, update and publicise revisions.

As such, Caerphilly County Borough Council must prepare and publish its strategy within one year from 31 May 2018. The duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly. The Local Authority must take a strategic view on how facilities can be provided and accessed by their local population. Upon review of this strategy, Caerphilly County Borough Council is required to publish a statement of progress. This strategy contributes toward achieving accessible and clean toilets wherever people live, work or visit.

The provision of local toilets for public use is not a statutory requirement of local authorities in Wales. Therefore, due to unprecedented financial cutbacks within local government, Caerphilly County Borough Council, like many other local authorities, has closed down its traditional public toilet blocks. This strategy aims to mitigate potential impacts by making toilets in more council facilities available for public use and to work with the private sector to help promote their facilities.

Locations of toilets will be promoted via a mapping app specifically designed for mobile technology and smart phones. Participating premises will also display a sticker in a prominent place, indicating that toilets are available for the public. The sticker will display the logo stipulated by Welsh Government. Mapping is an important part of our strategy so that people who need to visit a toilet can easily access information about the location, opening times, accessibility and type of facilities available.

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1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

3 Caerphilly County Borough Council, Draft Local Toilet Strategy - Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Consultation-Report.aspx>

This strategy incorporates feedback following two public consultation exercises. The first was undertaken during September 2018; designed to assess the needs of residents, and people visiting or working within the county borough. A total of 357 responses were received; the analysis of which is detailed in the *Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report*¹ and used to inform the content of the draft strategy. The second public consultation exercise was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the content of the draft strategy. 83 responses were received and analysed; the analysis is detailed in *Caerphilly County Borough Council Draft Local Toilet Strategy - Consultation Report*.³

This strategy sets out options that may be considered over the next two years in order to increase the provision of local toilets. To do so Caerphilly CBC will:

1. Explore all options available including working with the private sector, voluntary services and Community and Town Councils to make more local toilets available in places where they are most needed.
2. Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.
3. Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to being mapped.
4. Work with Aneurin Bevan University Health Board and health care providers; to encourage them to make the facilities available to the public, participate in the mapping scheme and to display the toilet logo sticker, in appropriate premises.
5. Improve awareness and information available on toilet provision in the Borough by updating information on the Caerphilly CBC website and will regularly update the Lle open access data repository with WG.
6. Provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology.
7. Work with partners to improve provision in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops.
8. Review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources.
9. Continue to work with the Police and residents, community groups and others to ensure that facilities are as safe as possible.
10. Not charge residents to use toilet facilities in council buildings where there is provision.

1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

3 Caerphilly County Borough Council, Draft Local Toilet Strategy - Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Consultation-Report.aspx>

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

11. Explore options for providing facilities for the homeless/rough sleepers.
12. Ensure that the Events Safety Advisory Group continues to provide advice and guidance on temporary toilet facilities to be provided at organised events.
13. Ensure that sustainable development and energy is taken into consideration facilitating the provision of local toilets.
14. Ensure that officers raise the need for changes to Planning Policy and legislation in relation to toilet provision and access.

Introduction

Wherever people go, outside of their own homes, they depend on toilet facilities for the enjoyment of their visit. Visitors to the county, who may be some distance from their homes, also depend on provision to accessible toilets. Toilets can make a significant impact upon the comfort of individuals and families who visit public spaces and their perception of the area as a desirable place to visit.

Provision of, and access to toilets is an issue that affects public health. Accessible, clean toilets that are well located in places such as town centres, parks, cycle trails and walking routes can help encourage people to socialise take exercise and stay more physically active. This has clear health and economic benefits. Conversely, a lack of adequate toilet facilities can impact on a person's physical and mental health, as well as affecting the wider environmental health of the population.

Therefore the provision of toilets has implications for public and individual health, transportation, crime prevention, urban design, economic and cultural development and social equity and accessibility. It is an important factor in delivering a 'people friendly' environment for everyone who goes to shopping centres, leisure and entertainment venues, sports facilities, parks and green spaces, everyone who moves about on foot, or bicycle, private or public transport, whether for work or pleasure.

Toilets for public use matter to everybody who goes "away from home" for some reason and remain a high-profile issue. They are, however, even more important to certain groups within society, including older people, people with disabilities, people with particular needs (including certain medical problems), women, children and young people and their families. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people's ability to maintain independence and dignity in later life.

Why do we need a strategy for providing toilet facilities?

This strategy contributes toward achieving accessible and clean toilets wherever people live, work or visit. Need is likely to grow through new housing developments and through tourism. This is an opportune time to set a strategy for promoting access to toilet facilities where they are needed.

Part 8 of the Public Health (Wales) Act 2017: Provision of Toilets came into force on 31 May 2018 and places a duty on each local authority in Wales to prepare and publish a local toilets strategy for its area. The strategy is built around the principles of co-production, through local authority engagement with a broad range of potential providers and users.

Local authorities in Wales now have the responsibility to:

- assess the need for toilet provision for their communities;
- plan to meet those needs;
- produce a local toilets strategy; and
- review the strategy, update and publicise revisions.

Local authorities must prepare and publish their strategies within one year from 31 May 2018. **The duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly.** The Local Authority must take a strategic view on how facilities can be provided and accessed by their local population. Upon review of this strategy, Caerphilly County Borough Council is required to publish a statement of progress.

The Well-being of Future Generations (Wales) Act 2015 puts in place a ‘sustainable development principle’ which tells public bodies how to go about meeting their duty under that Act. The principle is made up of five ways of working that public bodies should follow when carrying out sustainable development. These are:

- looking to the long term so we do not compromise the ability of future generations to meet their own needs;
- taking an integrated approach;
- working with others in a collaborative way to find shared sustainable solutions;
- involving a diversity of the population in the decisions affecting them; and
- acting to prevent problems from occurring or getting worse.

Due regard has been made to the above five ways of working when preparing, reviewing, consulting on and publishing this strategy.

The key prevention aims of this local toilets strategy are to:

- identify key toilet facilities in a location;
- identify facilities at risk of being lost to a location, and ways to preserve their use;
- identify alternative provisions if facilities must close;
- identify additional facilities that can be brought into wider use to supplement existing facilities or as a replacement for those that have been lost; and
- identify opportunities for creating new facilities to modern, inclusive specifications.

The Aims of this strategy:

The aim of this strategy is to review the quality and quantity of local toilets throughout the county borough and to provide or facilitate the provision of clean, safe, accessible and sustainable toilets for residents and visitors to the Borough at locations where the need for such facilities has been identified.

To achieve this strategy, we will:

- Identify the current level of provision of public toilets
- Analyse the findings of the completed assessment of need activities for toilets available for use by the public in their area;
- Consider the requirements of the general population;
- Identify the needs for particular user groups;
- Survey the condition and usage of existing facilities;
- Identify any gaps in current provision;
- Adopt the use of new technologies and communications that it is envisaged will lead to an increased awareness of the locations of local toilets;
- Advise on the provision of adequate temporary toilets by the promoters or organisers of one off events; and
- Provide a statement setting out the steps which the Local Authority proposes to take to meet this need; and any other information which the council considers appropriate.

Reviewing the Strategy

Caerphilly CBC will prepare an interim progress report setting out the steps taken in line with their strategy every two years commencing from the date of the last published strategy. The interim progress report will be published within six months of the end date of the two year period. Therefore, following publication in May 2019, the review will take place before the end of May 2021 and be published before the end of November 2021.

Caerphilly CBC will also review the local toilets strategy within a year of each ordinary election for its area. The next election date in Wales is Thursday 5 May 2022 so the latest date for review is 4 May 2023. If no changes are made to the strategy following the post-election review then Caerphilly CBC will publish an interim progress statement covering a two year period commencing from the date of the last election.

Caerphilly CBC may review its strategy at any time following which it must publish a statement of the steps which it has taken in accordance with the strategy. If following a review, Caerphilly CBC decides to revise the strategy it will publish the revised strategy and then prepare an interim progress report covering the two year period commencing from the date of publication.

How has this strategy been developed?

A multi-disciplinary group was established so that the strategy could be developed with input from a cross section of Local Authority services. This approach was considered vital in order to capture all available baseline data and to maximise opportunities to improve toilet provision in the County Borough. Due regard was made to demographic and health data detailed in a separate report '*Overview of the Caerphilly County Borough area Demographic and Health Data*'¹.

Engagement with other public bodies, community groups, private enterprise and the public was undertaken to understand what is currently on offer and how any gaps in this contribution can be mitigated.

A public consultation was undertaken throughout September 2018 to assess the needs of residents, and people visiting or working within the county borough. Key engagement mechanisms included:

- Online - via the CCBC Website, social media (including Facebook and Twitter) and on partner organisations' websites
- E-mail alerts and correspondence
- The September 2018 edition of the Council's newsletter "Newline" delivered to every household within the borough)
- Face to face – discussions at Voluntary Sector Liaison Committee, Voluntary Sector Forum, Caerphilly Youth Forum and Caerphilly Access Forum.
- Paper Questionnaires – requested by groups and residents.

A total of 357 responses were received and have been included in this analysis; the results of which are detailed in the *Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report*² and have been used to influence the content of this strategy. A list of organisations separately consulted is detailed in the report.

At the same time the Council contacted all of the national retailers who operate within the Borough as part of a collaborative exercise across Wales to establish whether these businesses would be prepared to be part of the strategy by allowing their toilet facilities to be used by non-customers, signposted via national websites and phone apps and agreeing to display a sticker showing the national toilet logo. The results were extremely disappointing; no businesses located within the Borough volunteered to offer their toilet facilities to the public and to be mapped.

1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

3 Caerphilly County Borough Council, Draft Local Toilet Strategy - Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Consultation-Report.aspx>

A similar exercise was also conducted whereby the Council contacted 97 local businesses to ascertain whether they would be prepared to participate. Just 7 of these agreed to allow their facilities to be mapped and formally included in this strategy; however a few did comment that they would allow non-paying customers to use their toilets on request.

In addition we contacted all primary health care providers including GP surgeries, dentists and opticians asking if they would be prepared to take part in the strategy; 3 agreed to participate.

A public consultation exercise was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the content of the updated draft strategy. 83 responses were received and analysed; they are reported in the *Caerphilly County Borough Council, Draft Local Toilet Strategy – consultation report*³.

All feedback received has informed the final version of this strategy.

How does it fit with other Council priorities and services?

The Council is committed to a clear vision in which Caerphilly County Borough is a distinctive place with vibrant communities and equal opportunity for everyone to fulfil their potential. This public toilet provision strategy can contribute to that, supporting a number of the Well-being Objectives within the Council's Corporate Plan 2018-23 to make the vision a reality:

- Promote a modern, integrated and sustainable transport system that increases opportunity,
- promotes prosperity and minimises the adverse impacts on the environment;
- 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.

More than that, as described earlier, publicly accessible toilets are needed by every one of us at some point when we are “away from home” and so provision touches on every area of the Council in some way and to some degree.

Looking back at historic provision of public toilet facilities in Caerphilly County to where are we now

At the time of preparing this strategy, the remaining five public toilets blocks located near the main public transport hubs at Caerphilly Bus Station, Blackwood Bus Station, Bargoed Bus Station, Ystrad Mynach bus stop and Risca were considered as part of the Council's Medium Term Financial Plan; to address a savings requirement of £15.5m faced by the Council for the 2019/20 financial year.

1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

3 Caerphilly County Borough Council, Draft Local Toilet Strategy - Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Consultation-Report.aspx>

The difficult decision to close all the remaining public toilet blocks to facilitate savings was made by Council in February 2019. With this backdrop, the toilet blocks have therefore been omitted from the provision within this strategy. Information has been fixed to the closed premises, indicating the nearest toilets that are available for public use. Historically in order to encourage local businesses to open up their toilets and increase the number of toilets available for public use Welsh Government (WG) offered a Community Toilet Scheme Grant that was administered by local government. Businesses were offered an annual recompense payment of up to £500. In 2014/15 this funding was transferred to WG Revenue Support Grant and the Council ceased to support a Community Toilet Scheme.

Who provides local/public toilets?

Providing toilet facilities in separate buildings has been the model for many decades and this approach may still have a role in certain circumstances. However, there are increasing benefits from co-located provision in existing buildings wherever possible to reduce some of the negative aspects such as anti-social behaviour and vandalism and the associated costs.

Commercial providers in retail centres with extended opening hours and in entertainment venues and visitor attractions have an important role to play in satisfying the needs of their customers and the public as a whole. The case for publicly accessible toilets in a wider variety of community buildings will become stronger. This draws in a wider range of potential partners to fund and manage them.

The provision of local toilets for public use is not a statutory requirement of local authorities in Wales. Therefore, due to unprecedented financial cutbacks within local government, Caerphilly County Borough Council, like many other local authorities, has closed down its traditional public toilet blocks. This strategy aims to mitigate potential impacts by making toilets in more council facilities available for public use and to work with the private sector to help promote their facilities.

Local councils are no longer the only providers of toilet facilities; the section below describes other providers and options. A combination of these forms part of this strategy to help achieve the aims and objectives outlined later.

A - Council-owned

a) Stand-alone – council managed

These are what many people would consider traditional public toilets. They have usually been stand-alone, purpose-built buildings providing separate areas for Ladies, Gents and more recently an accessible unit for disabled people and baby changing facilities. Councils have been responsible for the maintenance, management and cleaning, of such facilities. However, as noted above austerity measures have resulted in closure of such facilities, with more emphasis being placed on facilities described below. Please refer to the current position outlined in page 9.

b) Within council facilities, offices and green spaces

Toilet facilities may be made available to the general public where the individual location, access and circumstances allow, such as the Caerphilly Tourist Information Centre, libraries, sports centres and some council offices. There are also toilets located at some parks and countryside settings. This is part of a wider need to ensure that all services offered are accessible by all members of the community. A list of council premises with toilets available for public use is detailed in Appendix 1.

B - Commercial / Retail sector provision

Many toilet facilities provided by commercial and retail businesses have been primarily or solely for use by customers. Some shop managers in town centres understand that people come in to use the toilets and recognise that this may lead to people buying goods whilst inside. Most visitor and tourist attractions and entertainment venues such as cinemas provide toilet facilities. It is accepted that the public depend on such facilities.

C – Voluntary schemes via private providers

Some local retailers have volunteered to make toilets accessible to both customers and other members of the public. These are available in addition to existing council-run or other public toilet facilities. They are county wide but based particularly in town centres and other areas where people stay for 2 or more hours. They have the benefit of providing safe, clean and accessible toilets, available during the partners' opening hours. Toilets can be used without having to make a purchase. They are regularly inspected by council officers to ensure they meet appropriate standards. However, proprietors reserve the right of admission in exceptional circumstances.

Local cafes etc. were surveyed to establish whether they wished to participate in a voluntary scheme that would allow members of the public to access their customer toilets. A limited number of the food business operators responded to the survey.

At the time of preparing this strategy, a total of seven premises located across the county borough indicated that they are prepared to participate in a formal scheme in which they would be required to display a sticker in their window and did not want to be identified via a mapping system or app. In addition, several business operators recognised that non-paying customers do actually use their facilities and such practice would be allowed to continue, however they declined to be added to the mapping data and to participate in a formal scheme.

Larger national retailers were also surveyed to seek an agreement in principle that their toilet facilities could be used by the general public. Those that responded declined such an agreement. However, feedback obtained from the needs assessment survey, indicates that the public do in fact use and rely on facilities provided by the larger stores such as the supermarkets. Furthermore, respondents indicated that such facilities are of a good quality and are hygienic.

Primary health care providers, the Aneurin Bevan University Health Board and healthcare premises including doctors GP surgeries, dentists and opticians etc. have been encouraged to make their toilets available and to be mapped and sign posted for public use; 3 have so far agreed to participate.

Mapping locations

This is an important part of our strategy so that people who need to visit a toilet can easily access information about the location, opening times, accessibility and type of facilities available.



Locations of toilets will be promoted via a mapping app specifically designed for mobile technology and smart phones. Participating premises will also display a sticker in a prominent place, indicating that toilets are available for the public. The sticker will display the logo stipulated by Welsh Government.

The British Toilet Association also recommends that signs be fitted on the outside with information like opening hours, contact information for reporting problems and the specific facilities provided inside, such as whether there is a baby-changing room.

The Council will periodically review and update the Welsh Government “Lle” data repository to allow access to accurate information by guide and map publishers, residents and visitors.

Once we have identified the toilets that will be publicised as available for use by the general public, Caerphilly CBC will prepare a dataset to a given specification, and make it available as open data on the council website. The dataset will consist of the location and specified characteristics of the identified toilets. This data will also be consumed by the Welsh Government system and joined to other LA datasets to produce the national dataset for the Lle map.

Lle is a geo-portal that serves as a hub for data and information covering a wide spectrum of topics, but primarily around the environment. Lle will generate all-Wales maps based on the datasets provided by local authorities that can be configured to focus on either the national picture, or on more local areas. The data included in the Lle map will be available as an open data service accessible to everyone. The link to the Lle portal is below.

<http://lle.gov.wales/home>

The Welsh Government has not developed an app as many people are unable to use a smartphone for a number of reasons. It is more appropriate to focus on ensuring the information is available online through a wide range of websites and via traditional offline methods.

For data to be classed as open data it must be made available under an open licence. Within the Public Sector this can be achieved by publishing data under the Open Government Licence (OGL).

As the data provided by local authorities is to be made available as open data, it will be available for reuse by third parties, either directly from the local authority's own website, or via the joined dataset behind the Lle map. This might include other online map services, app developers or commercial interests, as well as being available for reuse by other public sector organisations.

The dataset will be available in Welsh and English. The public will be able to see and search the data as it appears on the Lle website, to see the whole of Wales or to look at particular areas.

Caerphilly CBC will generate its own maps from these open data feeds, and will embed the locally configured map into its own website. Caerphilly CBC will also show a link to the Lle map as a whole to assist people in searching the data for other areas they may be visiting.

Caerphilly CBC will, where appropriate use information sheets or leaflets to detail the locations and opening times of toilets available for public use.

What we learned from the public consultation about “assessment of needs”:

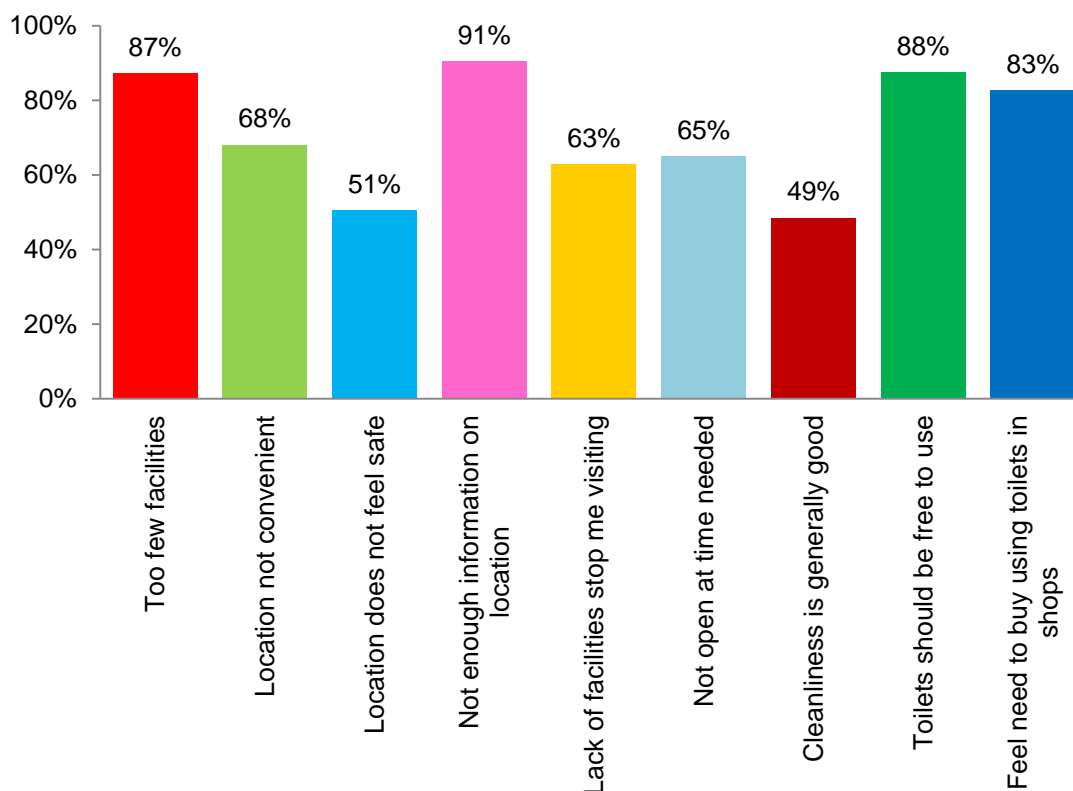
The full analysis of the public consultation is detailed in the *Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report*². A summary of the findings are detailed below. The following chart highlights the percentage of respondents who agreed or strongly agreed with each of the statements.

1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

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Agreement with statements: Percentage who agree or strongly agree



Respondents were also asked to provide details of any specific issues with the provision of toilets or changing facilities in Caerphilly county borough. A full summary of the responses is provided in Annex 7 of the above report. A summary of the main themes is given below:

- There are no changing facilities with hoists for individuals with disabilities
- There is a lack of toilet facilities in public parks and where they are available quality and opening hours is an issue
- There are too few public toilet facilities available and where there are public toilets they are generally of poor quality with few exceptions.
- More information needs to be made available about where toilets for public use are available and opening hours.
- Most respondents felt that toilets should be free to use

Respondents were asked what they would prefer as the best way to find out about where the nearest toilet and changing facilities are located when they are out and about. Just over half of respondents said that a sticker or poster displayed in the window of premises where facilities are available was their preferred option, with just over a quarter preferring the option of an app on their mobile phone.

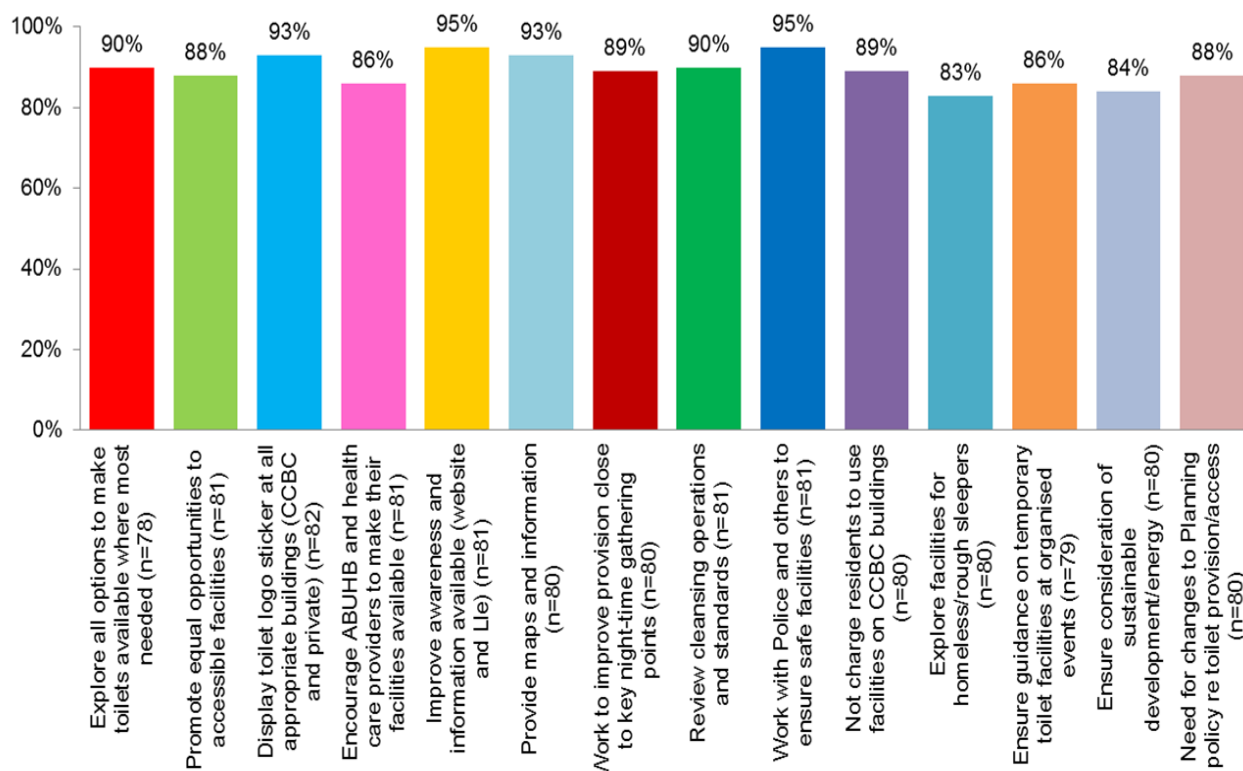
Respondents were asked whether their response to the survey had been influenced (positively or negatively) by the range of protected characteristics as specified in the Equality Act 2010. The issues raised included the need for separate toilets for men and women due to women often having children with them, problems relating to a range of disabilities, the need to take pushchairs or prams into toilets and have appropriate changing facilities available.

What we learned from the public consultation regarding the draft final strategy:

A public consultation exercise was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the content of the draft strategy; *Caerphilly County Borough Council Draft Local Toilet Strategy - Consultation Report*³. 83 responses were received and analysed.

Analysis of responses indicates that there was strong agreement with each of the proposed options although caution should be taken when interpreting the results as the total number of responses to the survey was low. Refer to graph below:

Percentage of respondents who agree with options put forward



1 Overview of the Caerphilly County Borough area Demographic and Health Data <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/CCBC-Demographic-and-Health-Data.aspx>

2 Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Needs-Assessment-Consultation-Report.aspx>

3 Caerphilly County Borough Council, Draft Local Toilet Strategy - Consultation Report <https://www.caerphilly.gov.uk/CaerphillyDocs/Public-protection/Local-Toilet-Strategy/Consultation-Report.aspx>

Those who disagreed with any of the options were asked to give their reasons for this. Respondents were also asked to identify anything that is missing from the list and highlight whether their responses had been influenced due to any of the protected characteristics under the Equality Act 2010.

Key themes included:

- A general disagreement with the proposed closure of Council run facilities in town centres, specifically, Blackwood, Ystrad Mynach and Risca.
- Concerns related to the lack of alternative provision, particularly at transport hubs and the need to work with transport providers
- A number felt that reliance on businesses to provide facilities was impractical (inaccessible, health and safety reasons) or unlikely (lack of incentive for businesses).
- Ensuring that older people, those with disabilities and certain medical conditions and young families are not disproportionately disadvantaged when closing Council run facilities by taking appropriate mitigating actions e.g. a number of comments made reference to those who need accessible toilets via a RADAR key
- Providing information on the location of facilities is important but there were concerns over relying solely on websites and mobile phone technology
- A small number felt that introducing a small charge would be appropriate for clean facilities
- A number commented that the proposals to close Council run public conveniences were counter to a number of other CCBC strategies and policies.

It should however be noted that the last consultation exercise was run almost in parallel with the public consultation on the Medium Term Financial Plan (MTFP); which included a proposal to close five blocks of public toilets across the county borough. Many of the respondents associated the closure of the public toilets with the Local Toilet Strategy, as such much of the above feedback from the consultation exercise relates to the removal of existing provision, particularly facilities for disabled persons. On the basis that this strategy makes reference to the closure of the public toilets; it has not been necessary to amend the strategy as a direct result of comments received.

Over the next two years, the Council intends to address the above feedback by facilitating the provision of local toilets as follows:

- **Enough facilities for the local population and users**

The town centres are the most popular destinations identified by the needs assessment and they are the main transport hub for people arriving by train or bus. Therefore provision should be primarily for visitors in areas of such high volume footfall.

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The footfall data is collected for the Council under licence by PFM Footfall Intelligence using electronic pedestrian counting equipment known as footfall cameras. There are six such systems in place at Bargoed, Blackwood, Caerphilly, Risca, Ystrad Mynach and Newbridge.

The table below illustrates the footfall data collected in these larger towns. Footfall per town Centre (42 weeks data captured during 2018)						
Town Centre	Bargoed	Blackwood	Caerphilly	Newbridge	Risca	Ystrad Mynach
Total visitors	434,847	1,297,445	1,052,313	311,351	334,166	576,314
Total visitors per week (/42)	10,353	30,891	25,055	7,413	7,956	12,721
Total visitors per day (/7)	1,479	4,413	3,579	1,059	1,136	1,960

The above data does not differentiate between males and females, therefore it is assumed that the footfall will include a ratio of 50:50 split of males to females. It also assumes the numbers are equally divided across the full week, whereas in reality, the numbers are possibly higher on Saturday and less on days where businesses may close for half day trading.

The BTA makes recommendations on the number of toilet facilities needed in an area based on population density, gender mix and footfall. The ideal level is recommended as 1 cubicle per 550 females and 1 cubicle or urinal per 1100 males, which is a ratio of 2:1 in favour of women. One accessible toilet and also one baby change facility should be provided for every 10,000 population. However, given that the total population footfall numbers are captured over a full day, it is assumed that visitor numbers are staggered across the day and therefore relatively low at any given point through the day, i.e. the visitors do not all congregate at the same time. Therefore having regard to the number and location of premises detailed in Appendix 1, it is apparent that the provision of toilets via council premises and private providers is adequate in some areas but could be improved in other areas. Furthermore, this provision may not meet the demands for accessible/disabled toilets and changing places. This is an issue that the Council will take into consideration when reviewing future developments in and around town centres.

- **Facilities accessible to all, at all practicable locations**

Caerphilly CBC will promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.

- **Facilities suitable for the location (including parks and green spaces)**

Council provision will be primarily for shoppers and visitors in areas of high volume footfall and some larger parks. Parks attract residents and tourists and can often include children's play areas; it is unlikely that there will be other facilities close by which people can use, whilst enjoying the park.

Local shopping centres generally include mixed retail shopping which are often small/medium local businesses (rather than large retail chains) and are areas where people are encouraged to stay for a length of time.

To encourage and promote sustainability, a compost toilet has been provided at the Aberbargoed Nature Reserve.

- **Easily found facilities with good direction signage and individual facility information signs**

Locations of toilets are detailed in Appendix 1 and illustrated via a map on the Caerphilly County Borough Council website. The Council will improve awareness and information available on toilet provision in the Borough by updating information on the Caerphilly CBC website and will regularly update the Lle open access data repository with WG.

The toilet logo sticker will be displayed at entrances at all Council buildings and private businesses that have agreed to being mapped.

Health provider premises will be encouraged to also participate and display the toilet logo.

- **To provide accessible information**

Caerphilly CBC will provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology.

Our website includes a section where you can find a list of the Council provided toilets and information about the individual facilities. These webpages include a link to interactive mapping to help people find the exact location if they are travelling to an unfamiliar area.

This information will be kept up-to-date so it can also be used by the Council and independent publishers of apps, visitor guides, tourist maps etc.

- **Distance-related provision**

An additional method of estimating toilet need is through the BTA recommendation that people should not have to walk more than 500m to a toilet facility. This distance will be factored in to future considerations.

- **Tourist-related provision:**

There are people who will have a need for “somewhere to go” whilst visiting our area. The significant number of tourists visiting Caerphilly and the surrounding visitor attractions throughout the year also places considerable additional demands for toilets

There is a further recommendation that the size of facilities should be adequate for the number of people expected to use the toilets without overcrowding or undue waiting times.

A standard based on Pedestrian flow count (footfall) figures with the BTA female to male toilet ratios will be applied where it is practicable to do so. Pedestrian flow counts are carried out regularly by the Council.

- **Evening/overnight services at key locations where specific need is established**

Anti-social and drug-related misuse, vandalism and graffiti damage to Council public toilets in the past have led to most facilities being locked up at a scheduled time in the early evening to prevent this. Facilities provided by shops and others are normally limited to the place’s opening hours for safety and security reasons. Due regard will be made to such issues when undertaking future reviews.

Development of the night time economy and changes in demographics and human activity in town centres means they have now become leisure and entertainment hubs rather than predominantly centres for retail/commercial trade.

Night time economy growth has unfortunately led to an increase in drug and alcohol-related anti-social behaviour (acts) which includes 'street fouling' and the need for night toilet facilities. It is recognised that publicly accessible facilities need to be in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops.

- **Clean, safe and well maintained facilities**

Caerphilly CBC will review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources. Continue to work with the Police and residents, community groups and others to ensure that the facilities are as safe as possible.

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Toilets within Council buildings will be signposted for public use. (Except for schools, care homes and other buildings where the facilities are located in areas not accessible to the public).

- **Non-charging**

The council will not charge residents to use toilet facilities in buildings where there is provision. Other providers are entitled to charge, if they deem it appropriate to do so.

- **Liase with Town and Community Councils, business groups and other stakeholders regarding the needs**

Caerphilly CBC will continue to work with Town and Community Councils to provide toilets in as many locations as possible.

- **Maximised availability through Council, partnership and commercial provision**

The Council will continue to work with local businesses to promote use of their toilet facilities; and will explore options to increase local toilet provision through sponsorship, advertising and partnership working.

Powers may be used to ensure that public toilets are provided and maintained for public use in relevant commercial premises. The Local Government (Miscellaneous Provisions) Act 1976 section 20 allows a local authority to require any business classed as a place of entertainment or selling food and drink to the public for consumption on the premises, to provide public toilets. Consideration will be afforded to adopting these powers and exercising them where possible.

- **Tackling homelessness**

Explore options for providing facilities for the homeless/rough sleepers.

- **Provision of adequate toilet facilities by the promoters/organisers at one-off events**

Toilet facilities for people attending special, one-off outdoor events need to be considered, whether through temporary installations or through the use of existing facilities at or near the event location, by agreement with the Council.

The Events Safety Advisory Group provides guidance for event organisers. Events often include the use of land for events in the open, including highways under the direct control of the Council. Advice and guidance on temporary toilet facilities is provided as part of a consistent, proactive and integrated approach to the provision of support and regulatory functions for events, as well as ensuring compliance with Health and Safety standards.

- **Sustainable provision within the budget available**

The Council is committed to sustainability in its own operations as well as across the county more widely through climate change and carbon management plans.

The current national and local financial position is under increasing pressure and will remain so for a number of years. There is little prospect of the Council being able to allocate any substantial increase in capital or revenue funding to this non-statutory service and the ongoing impacts of austerity continue to impose a downward pressure on these budgets.

Any capital or revenue commitment will need to be supported through a business-case approach, taking account of full costs and possible income sources.

The above items are summarised in the following action plan:

Caerphilly CBC will:

1. Explore all options available including working with the private sector, voluntary services and Community and Town Councils to make more local toilets available in places where they are most needed.
2. Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.
3. Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to being mapped.
4. Work with Aneurin Bevan University Health Board and health care providers; to encourage them to make the facilities available to the public, participate in the mapping scheme and to display the toilet logo sticker, in appropriate premises.
5. Improve awareness and information available on toilet provision in the Borough by updating information on the Caerphilly CBC website and will regularly update the Lle open access data repository with WG.
6. Provide online information maps, physical maps and information sheets, and downloadable information accessed via mobile phone technology.
7. Work with partners to improve provision in close proximity to key night-time gathering points such as taxi ranks, car parks, railway/bus stations and stops.
8. Review cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources.
9. Continue to work with the Police and residents, community groups and others to ensure that the facilities are as safe as possible.
10. Not charge residents to use toilet facilities in council buildings where there is provision.
11. Explore options for providing facilities for the homeless/rough sleepers.

12. Ensure that the Events Safety Advisory Group continues to provide advice and guidance on temporary toilet facilities to be provided at organised events.
13. Ensure that sustainable development and energy is taken into consideration facilitating the provision of local toilets.
14. Ensure that officers raise the need for changes to Planning Policy and legislation in relation to toilet provision and access.

Potential options that have been ruled out, including the reasons why:

- **Letting policies**

The Council could possibly consider options to introduce a clause in leasing agreements whereby when the Council is letting its own property to a suitable business like a shop or café, to include public access to toilet facilities. However, whilst this could be considered for the small number of shop units leased out, tenants may well raise issues around cleaning, maintenance and availability and the requirement could conceivably deter prospective tenants from taking a lease.

- **Late Night Levy**

The council could explore the options and powers to introduce a charge for premises that have a late alcohol licence. However, a House of Commons review of the levy in April 2017 suggested that it should be scrapped. Only 8 Local Authorities in England and Wales (out of a predicted 94) have introduced a levy since 2013 and one has since removed it . The levy did not generate the amount of income expected even when introduced in areas with a large night time economy. Many premises have late licences but use them infrequently for specific events or at certain times a year. Many applied to change their hours rather than pay the levy. There has to be a wide consultation and discussions with the Police and Crime Commissioner before implementing and approval by Licensing Committee and Council. At least 70% of any income has to go to the police, 30% can be used by the Local Authority .

Uses of the income have to be in line with specific objectives and publicised each year. Toilet provision for the night time economy could be included under public nuisance but would have to be part of a number of initiatives on crime reduction; public safety etc. and that would reduce the amount of income available for that function.

Analysis of current relevant premises around Caerphilly town centre has been undertaken to estimate likely income for that area. The levy is set by Government and based on rateable value, band A premises are circa £299 a year, band B £768, band C £1259. The majority of relevant premises are in the Band B bracket.

16 premises could be caught by the scheme i.e. those currently operating after midnight. Of the 16 premises, 5 are late night refreshment establishments. Based on the rateable value of these premises total income generated would be £14,464. The Police allocation of 70% equates to £10,124 and the local authority allocation of 30% would equate to just £4339. The Local Authority can deduct costs for administrating the levy before apportioning the 70/30 split of the remaining income so in reality amounts would be even lower.

A number of the premises would vary their licences in order that their permitted activities ceased at midnight and therefore would not be caught by any levy. There are no current levies in place in Wales.

A night time levy is therefore is not considered to be a viable option for Caerphilly county borough as there is not the volume of premises to generate enough income to make a levy worthwhile after having regard to cost involved in establishing, monitoring and reporting on such a scheme.

- **Future needs provided by the commercial sector through Council strategy and planning channels**

Community Infra-structure Levy enables the Caerphilly Local Planning Authority to raise funds from developers undertaking new building projects in their area. The funds can be used for a wide range of infrastructure costs, such as education, healthcare, police and fire and rescue that is needed as a result of new housing for example. This may be one way to secure funding for future public toilet provision within or near new developments, on a need and demand-driven basis and depending on the prioritisation between new infrastructure needs. Consideration will be given to including local toilet provision in new schemes devised under the Community Infra-structure Levy. Whilst the creation of facilities may be feasible, the conditioning of ongoing maintenance, servicing and cleaning etc. may be problematic. However, each case will be considered on its individual merits.

- **Major Development proposals (*Planning conditions*)**

Some large-scale commercial developments that are going to include cafes, bars, shops, entertainments for example, could possibly be required, as a Planning condition, to allow general public access to any toilet facilities that are being built in the premises.

However, there is no policy support at national level for the imposition of planning conditions to allow the general public access to toilet facilities at private commercial premises. Therefore any such condition would fail the test that it must be necessary to make the development acceptable from a planning point of view.

Location of Council Toilets

Location	Post code
Aberbargoed Education Centre	NP120BD
Abercarn Cemetery	NP115JS
Abercarn Library	NP115DT
Abertridwr Library	CF834EJ
Abertridwr Welfare Park	CF834AG
Bargoed Library (inc Customer Services)	CF818QR
Bedwas Cemetery	CF838DR
Bedwas Leisure Centre	CF838BJ
Bedwas Library	CF838BJ
Bedwellty Cemetery	NP120BD
Blackwood Library (inc Customer Services)	NP121AJ
Blackwood Miners Institute	NP121BB
Caerphilly Leisure Centre	CF833SW
Caerphilly Library (inc Customer Service Centre)	CF831JL
Caerphilly Morgan Jones Park	CF831AB
Cefn Fforest Leisure Centre	NP123JR
Centre of Sporting Excellence	CF827EP
Cwmcarn Forest Drive	NP117FE
Dan-y-graig Cemetery	NP116DL
Heolddu Leisure Centre	CF819GF
Llanbradach Library	CF833LB
Llancaiach Fawr	CF466ER
Nelson Library	CF466NF
New Tredegar Leisure Centre	NP246XF
New Tredegar Library	NP246EF
Newbridge Leisure Centre	NP115FE
Oakdale Library	NP110HN
Parc Cwm Darran Centre	CF819NR
Parc Cwm Darran, Campsite	CF819NR
Penallta Country Park	CF827GN
Pengam Library	NP123AB
Pen-y-Fan Pond Country Park	NP113AZ

Location of Council Toilets /cont'd

Location	Post code
Pontllanfraith Leisure Centre	NP122DA
Rhymney Library	NP225NU
Risca Leisure Centre	NP116GH
Risca Library (inc Customer Services)	NP116BW
Risca Old Cemetery & Chapel	NP117AH
Sirhowy Valley Country Park	NP117BD
St Cenydd Leisure Centre	CF832RP
Sue Noake Leisure Centre	CF828AA
The Kiosk, Ystrad Mynach Park	
The Visitor Centre, Caerphilly	CF831JL
Ty Penallta Corporate Offices (inc Customer Services)	CF827PG
Waunfawr Park Kiosk and Community Garden	NP117PH
Winding House	NP246EG
Ystrad Mynach Library	CF827BB

Location of Private Business providers:

Location	Post code
Elliot's Café - White Rose Info & res. Centre, Cross Street, Elliots Town	NP24 6EF
The Living Room – White Rose Medical Centre, White Rose Way, New Tredegar	NP24 EE
Le Café – 103 High Street, Blackwood	NP12 1PN
Argoed Baptist Chapel - High Street, Argoed,	NP12 0HG
Tyfu Café – 97 Cardiff Road, Caerphilly	CF83 1FQ
Chocolate Dragon Café – 49 Tredegar Street, Risca,	NP11 6BW
Chat and Snack – 132 Newport Road, Cwmcarn	NP11 7LZ

Location of Health Care Providers:

Location	Post code
Court House Medical Centre Caerphilly	CF83 3GH
North Celyn Medical Centre Crumlin	NP11 4PQ
North Celyn Medical Centre Newbridge	NP11 4RA

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	What facilities are available?														Do you have a changing place incorporating adult changing facilities, hoists etc. for people with profound disabilities and their carers?	
		Male only	Female only	Unisex toilet	Baby change					Disabled							
					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)				
										male only	female only	unisex	male only	female only	unisex		
Aberbargoed Education Centre	NP12 0BE	No	No	Yes	No	No	No	No	No	No	No	No	Yes	No	No	No	No
Aberbargoed Library	CF81 9BB	No	No	Yes													
Abercarn Cemetery		Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Abercarn Library	NP11 5DT	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No
Abertridwr Library	CF83 4EJ	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No
Abertridwr Welfare Park		Yes	Yes	No	No	No	No	No	No	No	No	Yes	No	No	No	No	No
Bargoed Library (inc Customer Services)	CF81 8QR	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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										male only	female only	unisex	male only	female only	unisex	
Bedwas Cemetery		Yes	Yes	No	No	No	No	No	No	No	No	Yes	No	No	No	No
Bedwas Leisure Centre	CF83 8BJ	Yes	Yes	No	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No	Yes
Bedwas Library	CF83 8BJ	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
Bedwellty Cemetery		Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	Yes	No
Blackwood Library (inc Customer Services)	NP12 1AJ	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
Blackwood Miners Institute	NP12 1BB	Yes	Yes	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Caerphilly Leisure Centre	CF83 3SW	Yes	Yes	No	Yes	Yes	No	No	No	Yes	Yes	No	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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										male only	female only	unisex	male only	female only	unisex	
Caerphilly Library (inc Customer Service Centre)	CF83 1JL	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No
Caerphilly Morgan Jones Park		Yes	Yes	No	No	No	No	Yes	No	No	No	No	No	No	Yes	No
Cefn Fforest Leisure Centre	NP12 3JR	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	Yes	No	No	No	No
Centre of Sporting Excellence	CF82 7EP	Yes	Yes	No	No	No	No	Yes	Yes	No	No	Yes	No	No	No	Yes
Cwmcarn Forest Drive		Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Dan-y-graig Cemetery	CF81 9HT	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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										male only	female only	unisex	male only	female only	unisex	
Heolddu Leisure Centre	CF81 9GF	Yes	Yes	Yes	No	No	Yes	No	Yes	Yes	Yes	Yes	No	No	No	No
Llanbradach Library	CF83 3LB	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
Llancaiach Fawr	CF46 6ER	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Nelson Library	CF46 6NF	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
New Tredegar Leisure Centre	NP24 6XF	Yes	Yes	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No
New Tredegar Library	NP24 6EF	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Newbridge Leisure Centre	NP11 5FE	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	Yes	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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										male only	female only	unisex	male only	female only	unisex	
Oakdale Library	NP11 0HN	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Parc Cwm Darran Centre	CF81 9NR	Yes	Yes	Yes	No	No	No	No	No	No	No	Yes	No	No	Yes	No
Parc Cwm Darran, Campsite	CF81 9NR	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	Yes	No	No	Yes	No
Penallta Country Park	CF82 7GN	Yes	Yes	Yes	No	No	No	No	No	No	No	Yes	No	No	No	No
Pengam Library	NP12 3AB	No	No	Yes	No	No	No	No	No	No	No	Yes	No	No	No	No
Pen-y-Fan Pond Country Park	NP13 2DT	Yes	Yes	Yes	No	No	No	No	No	No	No	Yes	No	No	Yes	No
Pontllanfraith Leisure Centre	NP12 2DA	Yes	Yes	No	No	No	No	No	No	Yes	Yes	No	No	No	No	No
Rhymney Library	NP22 5NU	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)				
										male only	female only	unisex	male only	female only	unisex		
Risca Leisure Centre	NP11 6GH	Yes	Yes	Yes	No	No	No	No	No	No	No	Yes	No	No	Yes	No	
Risca Library (inc Customer Services)	NP11 6BW	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No	
Risca Old Cemetery & Chapel	NP11 7AH	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No	
Sirhowy Valley Country Park	CF83 2RP	Yes	Yes	Yes	No	No	No	No	No	No	No	Yes	No	No	Yes	No	
St Cenydd Leisure Centre		Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	Yes	
Sue Noake Leisure Centre		Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No	

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					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)			
										male only	female only	unisex	male only	female only	unisex	
The Kiosk, Ystrad Mynach Park	CF83 1JL	Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	Yes	No
The Visitor Centre, Caerphilly		Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Ty Penallta Corporate Offices (inc Customer Services)	NP11 7FE	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Waunfawr Park Kiosk and Community Garden		Yes	Yes	No	No	No	No	No	No	No	No	No	No	No	Yes	No
Winding House	NP24 6EG	Yes	Yes	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)			
										male only	female only	unisex	male only	female only	unisex	
Ystrad Mynach Library	CF82 7BB	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
Elliot's Café - White Rose Info & res. Centre, Cross Street, Elliots Town	NP24 6EF	Yes	Yes	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
The Living Room – White Rose Medical Centre, White Rose Way, New Tredegar	NP2 4EE	No	No	Yes	No	No	No	No	No	NO	No	Yes	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)			
										male only	female only	unisex	male only	female only	unisex	
Le Café – 103 High Street, Blackwood	NP12 1PN	No	No	Yes	No	No	Yes	No	No	No	No	Yes	No	No	No	No
Argoed Baptist Chapel - High Street, Argoed,	NP12 0HG	No	No	Yes	No	No	No	No	No	No	No	Yes	No	No	No	No
Tyfu Café	CF83 1FQ	No	No	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No	No
Chocolate Dragon Café – 49 Tredegar Street, Risca,	NP11 6BW	No	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

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					male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)				
										male only	female only	unisex	male only	female only	unisex		
Chat and Snack – 132 Newport Road, Cwmcarn	NP11 7LZ	No	No	Yes	No	No	Yes	No	No	No	No	No	No	No	No	No	No
Court House Medical Centre Caerphilly	CF83 3GH	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	No	No	No	No	No	no
North Celynen Medical Centre Crumlin	NP11 4PQ	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	No	No	No	No	No	No
North Celynen Medical Centre Newbridge	NP11 4RA	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	No	No	No	No	No	No

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Aberbargoed Education Centre	NP12 0BE	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times	No fixed times
Aberbargoed Library	CF81 9BB	00.00	00.00	9.30 14.00	13.00 18.00	9.30 14.00	13.00 17.00	9.30 14.00	13.00 17.00	00.00	00.00	00.00	00.00	00.00	00.00
Abercarn Cemetery		08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	09:00	19:30	09:00	19:30
Abercarn Library	NP11 5DT	09:30 14.00	13.00 17:00	00:00	00:00	09:30 14.00	13.00 18:00	09:30 14.00	13.00 17:00	00:00	00:00	00:00	00:00	00:00	00:00
Abertridwr Library	CF83 4EJ	09:30 14.00	13:00 18.00	09:30 14.00	13:00 17.00	00:00	00:00	14:00	18:00	09:30 14.00	13:00 17.00	09:30	13:00	00:00	00:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Abertridwr Welfare Park		07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	00:00	00:00
Bargoed Library (inc Customer Services)	CF81 8QR	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30	16:00	00:00	00:00
Bedwas Cemetery		08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	09:00	19:30	09:00	19:30
Bedwas Leisure Centre	CF83 8BJ	17:00	22:30	17:00	21:30	17:00	22:30	17:00	21:30	17:00	22:00	09:00	16:00	00:00	00:00
Bedwas Library	CF83 8BJ	09:30 14:00	13:00 17:00	14:00	18:00	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 17:00	09:30	13:00	00:00	00:00
Bedwellty Cemetery		08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	09:00	19:30	09:00	19:30

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Blackwood Library (inc Customer Services)	NP12 1AJ	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30	16:00	00:00	00:00
Blackwood Miners Institute	NP12 1BB	10:00	19:45	10:00	19:45	10:00	19:45	10:00	19:45	10:00	19:45	10:00	12:45	00:00	00:00
Caerphilly Leisure Centre	CF83 3SW	06:15	22:00	06:15	22:00	06:15	22:00	06:15	22:00	06:15	22:00	07:15	18:00	07:15	22:00
Caerphilly Library (inc Customer Service Centre)	CF83 1JL	09:30 13:00	14:00 17:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30	16:00	00:00	00:00
Caerphilly Morgan Jones Park		07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00	07:00	18:00
Cefn Fforest Leisure Centre	NP12 3JR	07:15	20:30	07:15	20:30	07:15	20:30	07:15	20:30	07:15	20:30	07:15	20:30	09:00	15:30

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Centre of Sporting Excellence	CF82 7EP	07:00	21:30	07:00	22:00	07:00	22:00	07:00	22:00	07:00	22:00	08:00	18:00	08:00	18:00
Cwmcarn Forest Drive		09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00
Dan-y-graig Cemetery	CF81 9HT	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	09:00	19:30	09:00	19:30
Deri Library		09:30 13:00	14:00 18:00	00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00
Heolddu Leisure Centre	CF81 9GF	09:00	22:00	07:00	22:00	07:00	22:00	07:00	22:00	09:00	21:00	09:00	17:00	09:00	17:00
Llanbradach Library	CF83 3LB	00:00	00:00	00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	00:00	00:00
Llancaiach Fawr	CF46 6ER	00:00	00:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Machen Library		00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	09:30	13:00	00:00	00:00
Nelson Library	CF46 6NF	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 17:00	09:30	13:00	00:00	00:00
New Tredegar Leisure Centre	NP24 6XF	15:30	21:00	09:30	21:00	09:30	21:00	15:30	21:00	09:30	21:00	15:30	20:00	10:00	14:00
New Tredegar Library	NP24 6EF	09:30 14:00	13:00 18:00	00:00	00:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 18:00	00:00	00:00	00:00	00:00
Newbridge Leisure Centre	NP11 5FE	06:30	22:00	06:30	22:00	06:30	22:00	06:30	22:00	06:30	22:00	08:00	18:00	08:45	21:00
Oakdale Library	NP11 0HN	00:00	00:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	00:00	00:00	09:30 14:00	13:00 17:00	00:00	00:00	00:00	00:00
Parc Cwm Darran Centre	CF81 9NR	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00
Parc Cwm Darran, Campsite	CF81 9NR	09:00	17:00	07:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Penallta Country Park	CF82 7GN	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00
Pengam Library	NP12 3AB	00.00	00.00	9.30 14.00	13.00 18.00	00.00	00.00	9.30 14.00	13.00 18.00	00.00	00.00	00.00	00.0	00.00	00.00
Pen-y-Fan Pond Country Park	NP13 2DT	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00
Pontllanfraith Leisure Centre	NP12 2DA	10:00	22:00	10:00	22:00	10:00	22:00	10:00	22:00	13:00	22:00	10:00	18:00	10:00	18:00
Rhymney Library	NP22 5NU	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 17:00	00.00	00.00	00:00	00:00
Risca Leisure Centre	NP11 6GH	06:15	22:00	06:15	22:00	06:15	22:00	06:15	22:00	06:15	22:00	07:45	19:30	07:45	19:30
Risca Library (inc Customer Services)	NP11 6BW	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30 14:00	13:00 17:00	09:30	16:00	00:00	00:00

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Risca Old Cemetery & Chapel	NP11 7AH	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	08:00	19:30	09:00	19:30	09:00	19:30
Sirhowy Valley Country Park	NP11 7BD	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00
St Cenydd Leisure Centre		16:00	22:00	16:00	22:00	16:00	22:00	16:00	22:00	16:00	22:00	16:00	22:00	09:00	17:00
Sue Noake Leisure Centre		17:00	22:00	17:00	22:00	17:00	21:00	17:00	22:00	17:00	21:00	10:00	16:00	10:00	16:00
The Kiosk, Ystrad Mynach Park	CF83 1JL	08:00	19:00	08:00	19:00	08:00	19:00	08:00	19:00	08:00	19:00	00:00	00:00	00:00	00:00
The Visitor Centre, Caerphilly		10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times

Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Ty Penallta Corporate Offices (inc Customer Services)	NP11 7FE	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	09:00	17:00	00:00	00:00	00:00	00:00
Waunfawr Park Kiosk and Community Garden		07:30	19:00	07:30	19:00	07:30	19:00	07:30	19:00	07:30	19:00	12:00	16:00	12:00	16:00
Winding House	NP24 6EG	00:00	00:00	10:00	17:00	10:00	17:00	10:00	17:00	10:00	17:00	11:00	16:00	00:00	00:00
Ystrad Mynach Library	CF82 7BB	09:30 14:00	13:00 17:00	09:30 14:00	13:00 18:00	09:30 14:00	13:00 17:00	09:30	14:00	09:30 14:00	13:00 18:00	09:30	13:00	00:00	00:00
Elliot's Café - White Rose Info & res. Centre, Cross Street, Elliots Town	NP24 6EF	09:00	18:00	09:00	18:00	09:00	18:00	09:00	18:00	09:00	18:00	00:00	00:00	00:00	00:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
The Living Room – White Rose Medical Centre, White Rose Way, New Tredegar	NP24 EE	09:30	15:00	09:30	15:00	00:00	00:00	09:30	15:00	00:00	00:00	00:00	00:00	00:00	
Le Café – 103 High Street, Blackwood	NP12 1PN	08:00	15:00	08:00	15:00	08:00	15:00	08:00	15:00	08:00	15:00	08:00	15:00	00:00	00:00
Argoed Baptist Chapel - High Street, Argoed,	NP12 0HG	00:00	00:00	00:00	00:00	10:00	16:00	10:00	16:00	00:00	00:00	00:00	00:00	00:00	00:00
Tyfu Café	CF83 1FQ	08:30	15:00	08:30	15:00	08:30	15:00	08:30	15:00	08:30	15:00	00:00	00:00	00:00	00:00
Chocolate Dragon Café – 49 Tredegar Street, Risca,	NP11 6BW	08:00	16:00	08:00	16:00	08:00	16:00	08:00	16:00	08:00	16:00	08:00	16:00	00:00	00:00

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Opening Times															
Name of Location	Postcode	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
Chat and Snack Café	NP11 7LZ	09:00	15:00	09:00	15:00	09:00	13:30	09:00	15:00	09:00	15:00	00:00	00:00	00:00	00:00
Court House Medical Centre, Caerphilly	CF83 3GH	8:30	18:30	8:30	18:30	8:30	18:30	8:30	18:30	8:30	18:30	00:00	00:00	00:00	00:00
North Celynen Crumlin	NP11 4PQ	8:00	18:30	8:00	18:30	7:30	19:00	8:00	18:30	8:00	18:30	00:00	00:00	00:00	00:00
North Celynen Newbridge	NP11 4RA	8:00	13:00	8:00	13:00	8:00	13:00	8:00	13:00	8:00	13:00	00:00	00:00	00:00	00:00

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Seasonal Opening Arrangements

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Aberbargoed Education Centre	NP12 0BE	No	Yes	Toilets only open when centre in use. Centre not permanently staffed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Abercarn Cemetery		Yes	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-17:00 Sat-Sun 9:00-17:00	No	No	No	No	No	No	No	No	No	No
Abercarn Library	NP11 5DT	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Abertridwr Library	CF83 4EJ	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?								
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Abertridwr Welfare Park		No	Yes	Summer opening times provided (1st June-30th September). CLOSED Winter opening hours (1st October-31st May)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Pargoned Library (inc Customer Services)	CF81 8QR	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bedwas Cemetery		Yes	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-17:00 Sat-Sun 9:00-17:00	No	No	No	No	No	No	No	No	No
Bedwas Leisure Centre	CF83 8BJ	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Bedwas Library	CF83 8BJ	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bedwellty Cemetery		Yes	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-17:00 Sat-Sun 9:00-17:00	No	No	No	No	No	No	No	No	No	No
Blackwood Library (inc Customer Services)	NP12 1AJ	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Blackwood Miners Institute	NP12 1BB	No	Yes	During the Summer Holidays close at 18:00 Monday-Friday and closed Sat-Sun	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Caerphilly Leisure Centre	CF83 3SW	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?								
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Caerphilly Library (inc Customer Service Centre)	CF83 1JL	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Caerphilly Morgan Jones Park		No	Yes	Summer opening times provided (25th May-2nd September). Winter opening hours (3rd September-24th May) Mon-Thurs 7:30-15:30 Friday 7:30-14:30.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Cefn Fforest Leisure Centre	NP12 3JR	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Centre of Sporting Excellence	CF82 7EP	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cwmcarn Forest Drive		No	Yes	During October to Easter close 16:30 on a Friday	Yes	Yes	Yes	No	No	No	No	No	No

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?								
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Dan-y-graig Cemetery	CF81 9HT	Yes	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-17:00 Sat-Sun 9:00-17:00	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Leolddu Leisure Centre	CF81 9GF	No	No	No	Yes	yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Llanbradach Library	CF83 3LB	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Llancaiach Fawr	CF46 6ER	No	No	No	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes
Nelson Library	CF46 6NF	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
New Tredegar Leisure Centre	NP24 6XF	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
New Tredegar Library	NP24 6EF	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Newbridge Leisure Centre	NP11 5FE	No	No	No	Yes	yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Oakdale Library	NP11 0HN	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Parc Cwm Darran Centre	CF81 9NR	Yes	Yes	Summer opening times only April to September	Yes	Yes	Yes	No	No	No	No	No	No	No
Parc Cwm Darran, Campsite	CF81 9NR	Yes	Yes	Toilets for campsite residents only	Yes	Yes	Yes	Yes	No	No	No	No	No	No

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Penallta Country Park	CF82 7GN	No	Yes	Summer opening times provided (1st April -31st October). Winter opening hours (1st November-31st March) 8:30-16.30	Yes	Yes	Yes	No	No	No	No	No	No	No
Penangam Library	NP12 3AB	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Pen-y-Fan Pond Country Park	NP13 2DT	Yes	Yes	Summer opening times provided (1st April to 31st September	Yes	Yes	Yes	No	No	No	No	No	No	No
Pontllanfraith Leisure Centre	NP12 2DA	No	No	No	Yes	yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rhymney Library	NP22 5NU	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Risca Leisure Centre	NP11 6GH	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?								
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Risca Library (inc Customer Services)	NP11 6BW	No	No	Closed from 13:00-14:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Risca Old Cemetery & Chapel	NP11 7AH	Yes	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-17:00 Sat-Sun 9:00-17:00	No	No	No	No	No	No	No	No	No
Sirhowy Valley Country Park	CF83 2RP	No	Yes	Summer opening times provided (1st April -31st October). Winter opening hours (1st November-31st March) 8:30-16.00	Yes	Yes	Yes	No	No	No	No	No	No
St Cenydd Leisure Centre		No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Sue Noake Leisure Centre		No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
The Kiosk, Ystrad Mynach Park	CF83 1JL	No	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-16:00	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
The Visitor Centre, Caerphilly		No	No	No	Yes	Yes	Yes	No	No	No	No	No	No	No
Ty Penallta Corporate Offices (inc Customer Services)	NP11 7FE	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Waunfawr Park Kiosk and Community Garden		No	Yes	Summer opening times provided (1st April-30th September). Winter opening hours (1st October-31st March) Mon-Fri 8:00-15:00	Yes	yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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CAERPHILLY COUNTY BOROUGH COUNCIL – LOCAL TOILET STRATEGY 2019

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Winding House	NP24 6EG	No	No	Mid Nov until end of Feb	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Ystrad Mynach Library	CF82 7BB	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Elliot's Café - White Rose Info & res. Centre, Cross Street, Elliots Town	NP24 6EF	No	No	No	No	No	No	No	No	No	No	No	No	No
The Living Room – White Rose Medical Centre, White Rose Way, New Tredegar	NP24 EE	No	No	No	Yes	No	No	No	No	No	No	No	No	No
Le Café – 103 High Street, Blackwood	NP12 1PN	No	No	No	Yes	No	No	No	No	No	No	No	No	No

Name of Location	Postcode	Seasonality			Are the toilets closed on any of the below days?									
		Are the toilets closed off peak?	Are services reduced off peak?		Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday	
English		No/Yes	No/Yes		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
Argoed Baptist Chapel - High Street, Argoed,	NP12 0HG	No	No	No	Yes	No	No	No	No	No	No	No	No	No
Tyfu Café	CF83 1FQ	No	No	No	Yes	No	No	No	No	No	No	No	No	No
Chocolate Dragon Café – 49 Tredegar Street, Risca,	NP11 6BW	No	No	No	Yes	No	No	No	No	No	No	No	No	No
Chat and Snack Café	NP11 7LZ	No	No	No	Yes	No	No	No	No	No	No	No	No	No
Court House Medical Centre, Caerphilly	CF83 3GH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
North Celynen Crumlin	NP11 4PQ	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
North Celynen Newbridge	NP11 4RA	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

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.

NAME OF NEW OR REVISED PROPOSAL *	Caerphilly County Borough Council Local Toilets Strategy
DIRECTORATE	Communities
SERVICE AREA	Public Protection
CONTACT OFFICER	Ceri Edwards

***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

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The aim of this strategy is to review the quality and quantity of local toilets throughout the county borough and to provide or facilitate the provision of clean, safe, accessible and sustainable toilets for residents and visitors to the Borough at locations where the need for such facilities has been identified.</p> <p>Part 8 of the Public Health (Wales) Act 2017: Provision of Toilets came into force on 31 May 2018 and places a duty on each local authority in Wales to prepare and publish a local toilets strategy for its area.</p> <p>Local authorities in Wales now have the responsibility to:</p> <ul style="list-style-type: none">• assess the need for toilet provision for their communities;• plan to meet those needs;• produce a local toilets strategy; and• review the strategy, update and publicise revisions. <p>Local authorities must prepare and publish their strategies within one year from 31 May 2018. The duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly. The Local Authority must take a strategic view on how facilities can be provided and accessed by their local population. Upon review of this strategy, Caerphilly County Borough Council is required to publish a statement of progress.</p> <p>The provision of local toilets for public use is not a statutory requirement of local authorities in Wales. Therefore, due to unprecedented financial cutbacks within local government, Caerphilly County Borough Council, like many other local authorities need to close down its traditional public toilet blocks. This strategy aims to mitigate</p>
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	<p>potential impacts by making toilets in more council facilities available for public use and to work with the private sector to help promote their facilities.</p> <p>The strategy includes locations and details of existing toilets for public use.</p>
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2	<p>Who are the service users affected by the proposal? <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 Local Toilets Strategy affects the public generally including those people that live, work in, or visits the county.</p>
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IMPACT ON THE PUBLIC AND STAFF

3	<p>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals? <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p> <p>The strategy aims to improve the provision of local toilets across the county for the benefit of all.</p> <p>Whilst some existing facilities might close others will be identified and made available for public use. All future provision will so far as reasonably practicable ensure geographic coverage across the county borough with emphasis placed on areas of higher usage such as highstreets and parks.</p> <p>The Council has contacted national retailers who operate within the Borough as part of a collaborative exercise across Wales to establish whether these businesses would be prepared to be part of the strategy by allowing their toilet facilities to be used by non-customers, signposted via national websites and phone apps and agreeing to display a sticker showing the national toilet logo. The results were extremely disappointing; no businesses located within the Borough volunteered to offer their toilet facilities to the public and to be mapped. A similar exercise was also conducted whereby the Council contacted 97 local businesses to ascertain whether they would be prepared to participate. Just 7 of these agreed to allow their facilities to be mapped and formally included in this strategy; however a few did comment that they would allow non-paying customers to use their toilets on request. In addition all primary health care providers including GP surgeries, dentists and opticians were contacted asking if they would be prepared to take part in the strategy; 3 agreed to participate.</p>
	<p>Actions required:</p> <ol style="list-style-type: none">1. Implement the strategy following Cabinet approval.2. Take steps to mitigate any negative impacts identified following the two public consultation exercises.

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)
Sex	Male	X			The strategy aims (where practical) to improve the quantity and quality of toilet provision for all. Some facilities will be gender neutral/accessible toilets.
	Female	X			The strategy aims (where practical) to improve the quantity and quality of toilet provision for all. Some facilities will be gender neutral /accessible toilets.
Gender Reassignment	Transgender	X			The strategy aims (where practical) to improve the quantity and quality of toilet provision for all. Some facilities will be gender neutral /accessible toilets.
Religion					
Race					
Disability		X			<p>The strategy aims (where practical) to improve the quantity and quality of toilet and changing facilities for individuals with a disability across the county. New developments are required to provide facilities for disabled users.</p> <p>Toilets are more important to certain groups within society, including people with disabilities and people with particular needs (including certain medical problems). These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on disabled people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people's ability to maintain independence and dignity. Details of toilet and changing facilities for individuals with a disability are contained in the appendix to the strategy and will be published on the council website and future mapping apps.</p>

					The strategy incorporates feedback following the two public consultation exercises
Sexual Orientation				X	
Age	Older People	X			<p>Toilets are more important to certain groups within society, including older people. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people's ability to maintain independence and dignity in later life.</p> <p>The draft Strategy aims to provide (where practical) improved quantity and quality of toilets for the benefit of all users.</p> <p>Details of toilet facilities are contained in the appendix to the strategy and will be published on the council website and future mapping apps.</p> <p>The strategy incorporates feedback following the two public consultation exercises.</p>
	Children and Younger People (Under 25)	X			<p>The draft Strategy aims to provide (where practical) improved quantity and quality of toilets for the benefit of all users.</p> <p>Details of toilet facilities are contained in the appendix to the strategy and will be published on the council website and future mapping apps.</p> <p>The strategy incorporates feedback following the two public consultation exercises.</p>
Marriage & Civil Partnership				X	
Pregnancy &		X			The draft Strategy aims (where practical) to provide improved

Maternity					<p>quantity and quality of toilets for the benefit of all users including changing facilities for babies etc.</p> <p>Details of toilet facilities including changing facilities are contained in the appendix to the strategy and will be published on the council website and future mapping apps.</p>
Socio-economic Background		X			<p>Caerphilly County Borough Council does not intend to charge for the use of toilets within council premises.</p> <p>The strategy aims (where practical) to improve the quantity and quality of toilet provision for all. Some facilities will be gender neutral/accessible toilets.</p>

5	<p>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</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 Local Toilets Strategy will not have any effect on opportunities for persons to use the Welsh language, and will not treat the Welsh language less favourably than the English language.</p> <p>The Strategy will adhere to the Welsh language standards in relation to signage, apps, resources, publications etc.</p>
	<p>Actions required: None</p>

INFORMATION COLLECTION

6	<p>Is full information and analysis of users of the service available?</p> <p><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>Caerphilly County Borough Council does not hold data regarding numbers of individuals that make use of the existing toilet facilities.</p> <p>The Council has undertaken two public consultation exercises. The first was undertaken during September 2018; designed to assess the needs of residents, and people visiting or working within the county borough. A total of 357 responses were received; the analysis of which is detailed in the <i>Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report</i> and used to inform the content of the draft strategy. The second public consultation exercise was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the content of the draft strategy. 83 responses were received and analysed; the analysis is detailed in <i>Caerphilly County Borough Council Draft Local Toilet Strategy - Consultation Report</i>. Analysis of the feedback from the consultations has informed the direction of the strategy.</p>
	<p>Actions required: None. A comprehensive list of consultees (including those with protected characteristics) is available in the <i>Caerphilly County Borough Council Local Toilet Strategy Needs Assessment Consultation Report</i>, via the council's website.</p>

CONSULTATION

7	<p>What consultation has taken place? <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council's Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>A multi-disciplinary group (including the Council's Equalities Officer) was established so that the strategy could be developed with input from a cross section of Local Authority services. This approach was considered vital in order to capture all available baseline line data and to maximise opportunities to improve toilet provision in the County Borough. Due regard was made to demographic and health data detailed in a separate report '<i>Overview of the Caerphilly County Borough area Demographic and Health Data</i>'.</p> <p>Engagement with other public bodies, community groups, private enterprise and the public was undertaken to understand what is currently on offer and how any gaps in this contribution can be mitigated.</p> <p>A public consultation was undertaken throughout September 2018 to assess the needs of residents, and people visiting or working within the county borough. Key engagement mechanisms included:</p> <ul style="list-style-type: none">• Online - via the CCBC Website, social media (including Facebook and Twitter) and on partner organisations' websites• E-mail alerts and correspondence• The September 2018 edition of the Council's newsletter "Newslines" delivered to every household within the borough)• Face to face – discussions at Voluntary Sector Liaison Committee, Voluntary Sector Forum, Caerphilly Youth Forum and Caerphilly Access Forum.• Paper Questionnaires – requested by groups and residents. <p>A total of 357 responses were received and have been analysed; the results of which are detailed in the <i>Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report</i> and have been used to influence the content of this strategy. A list of organisations consulted is detailed in the report.</p> <p>A further public consultation was undertaken between the 14th December 2018 and the 8th March 2019 to collect views regarding the options put forward in the draft strategy.</p> <p>The '<i>Caerphilly County Borough Council Local Toilets Strategy Needs Assessment Consultation Report</i>', the '<i>Caerphilly County Borough Council Draft Local Toilet Strategy - Consultation Report</i>' and the '<i>Overview of the Caerphilly County Borough</i></p>
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	<p>area Demographic and Health Data' report are available on the Council's website</p> <p>Feedback was taken into consideration and the strategy amended accordingly.</p>
	<p>Actions required: None.</p>

MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>Caerphilly CBC will prepare an interim progress report setting out the steps taken in line with their strategy every two year period commencing from the date of the last published strategy. The interim progress report will be published within six months of the end date of the two year period. Therefore, following publication in May 2019, the review will take place before the end of May 2021 and published before the end of November 2021.</p> <p>Caerphilly CBC will also review the local toilet strategy within a year of each ordinary election for its area. The next election date in Wales is Thursday 5 May 2022 so the latest date for review is 4 May 2023. If no changes are made to the strategy following the post-election review then Caerphilly CBC will publish an interim progress statement covering a two year period commencing from the date of the last election. Caerphilly CBC may review its strategy at any time following which it must publish a statement of the steps which it has taken in accordance with the strategy. If following a review, Caerphilly CBC decides to revise the strategy it will publish the revised strategy and then prepare an interim progress report covering the two year period commencing from the date of publication.</p>
	<p>Actions required: Continue to review feedback via established complaints and service requests systems.</p>

9	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>The data gathered through the public consultation exercises undertaken regarding assessment of needs and on the draft strategy has informed the development of the final strategy.</p> <p>Feedback received via established complaints and service requests will be reviewed.</p> <p>Ongoing engagement with town management groups, community groups, clubs and</p>
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	organisations.
	<p>Actions required:</p> <p>Continue to review feedback via established complaints and service requests systems.</p>

10	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p> <p>No.</p>
	Actions required: None

11	<p>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</p> <p>The strategy aims (where practical) to improve the quantity and quality of toilet provision for all. Some facilities will be gender neutral</p> <p>The strategy aims (where practical) to improve the quantity and quality of disabled and accessible toilet facilities across the county. New developments are required to provide facilities for disabled users.</p> <p>Toilets are more important to certain groups within society, including people with disabilities and people with particular needs (including certain medical problems), older and younger people. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on disabled and/or older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people's ability to maintain independence and dignity. It could also stop people from visiting certain areas. E.g. parks, if there are no facilities some people might choose to travel out of county because they know facilities including toilets are available to them</p> <p>The Strategy aims (where practical) to provide improved quantity and quality of toilets for the benefit of all users including changing facilities for babies etc. Caerphilly County Borough Council does not intend to charge for the use of toilets within council premises.</p> <p>Summary of Proposed Actions:</p> <ol style="list-style-type: none"> 1. Implement the strategy following Cabinet approval 2. Take steps to mitigate any negative impacts identified following the two public consultation exercises. 3. Continue to review feedback via established complaints and service requests systems.
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12	What outcome does this Equality Impact Assessment suggest you take? You might find that more than one applies. Please explain why you have come to this decision.	
	Outcome 1	X No major change needed – the EIA hasn't identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken
	Outcome 2	Adjust the policy 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	Continue the policy despite potential for negative impact.
	Outcome 4	Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination.

Completed by:	Ceri Edwards
Date:	9/4/2019
Position:	Environmental Health Manager

Gadewir y dudalen hon yn wag yn fwriadol