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For all enquiries relating to this agenda please contact Andrew Highway
(Tel: 01443 866213 Email: highwa@caerphilly.gov.uk)

Date: 20th November 2018

Dear Sir/Madam,

A meeting of the **Caerphilly Town Centre Management Group** will be held in the **Sirhowy Room - Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 27th November, 2018** at **3.00 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days, and a simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meetings and you may be escorted from the premises.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy', enclosed in a large, loopy oval shape.

Christina Harrhy
INTERIM CHIEF EXECUTIVE

A G E N D A

- 1 To appoint a Chair and Vice-Chair for the ensuing year.
- 2 To receive apologies for absence.
- 3 Declarations of Interest.

Pages

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Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To receive and note the following minutes: -

4 Minutes of previous meeting 6th March 2018. 1 - 4

To receive and note the following updates: -

5 Updates on matters relating to Caerphilly Town. 5 - 50

6 Audit. 51 - 58

Circulation:

Councillors P.J. Bevan, S. Cook, C. Elsbury, Mrs C. Forehead, Miss E. Forehead, J.E. Fussell, Mrs B. A. Jones, S. Kent, J. Pritchard, S. Morgan and D.T. Davies

Town Councillors

Other Organisations

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Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at www.caerphilly.gov.uk. except for discussions involving confidential or exempt items.

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CAERPHILLY TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH
ON TUESDAY 6TH MARCH 2018 AT 2:00PM

PRESENT:

Councillors:

P Bevan, C Elsbury, J Fussell, S Morgan

Together with:

Town & Community Councillor Mrs J Hibbert, Mrs L Williams, Professor Deacon, Mr J Dilworth (Clerk), Mr C Thomas (Centre Manager Castle Court), Mr Tidridge (Heol Trecastell Residents Association), Marika Jones (Castle Court Shopping Centre Manager), Ms D Stephens (Pub Watch), Ms M Jones (Manager Castle Court Shopping Centre)

Also:

A Highway (Town Centre Development Manager), A Dallimore (Team Leader – Urban Renewal), P Hudson (Marketing and Events Manager), R Kyte (Planning), V Morgan (Planning) K Kinsey (Engineering) & A Jones (Clerk)

1. APOLOGIES FOR ABSENCE

Councillor Elsbury Chaired the meeting as Vice Chair

Apologies for absence were received from Councillors S Cook, D.T. Davies, C. Forehead, E Forehead, B Jones, J. Pritchard, S Kent, Mr Robottom (Caerphilly Residents Association), S Wilcox (Assistant Town Centre Manager), M Godfrey (Team Leader Environmental Health)

2. DECLARATIONS OF INTEREST

There were no declarations of interest made at the beginning or during the course of the meeting.

3. MINUTES – 3 OCTOBER 2017

The minutes were taken as read

REPORTS OF OFFICERS

4. UPDATE ON MATTERS RELATING TO CAERPHILLY TOWN

Mr Highway introduced the report which provided an update on matters relating to Caerphilly Town Centre.

Members were referred to update 1 in the report relating to Business Report. Mr Highway presented the update.

The Chair thanked Mr Highway.

Members were referred to update 2 in the report relating to 'Choose the High Street' Christmas Voucher booklet. Mr Highway presented the update and highlighted that 96% of feedback survey is really positive.

The group were advised that if the scheme was to run again consideration would be given to wider marketing.

Mr Highway was asked if the GO2MyTown website was being replaced. He confirmed that the Councils IT team had been asked to look at a new web site options as part of a wider tender process for standalone council 'micro sites'.

Members were referred to update 3 in the report relating to Pwll y Pant Roundabout. Mr Kinsey presented the update. The group were advised that the weather has caused some delays, but resurfacing work will commence tomorrow.

The traffic is currently operating on a single lane each way following a period of two lanes running over Christmas. The group were advised that the works were due to be completed early October 2018 but this date may change due to alterations in the scheme. The Chair thanked Mr Kinsey.

Members were referred to update 4 in the report relating to the Caerphilly Master Plan. Ms Morgan presented the update. The group were advised that the new Cardiff Capital Region will bring with it the METRO transportation network which in turn it is hoped will influence future development and regeneration plans for Caerphilly Town Centre.

The group were shown a presentation setting out the Masterplan and copies of each slide were passed around the group.

The group were advised that the draft plan will be going to Regeneration & Scrutiny Committee and then go out for consultation between 26th March – 9th May 2018.

There will be 'drop in' sessions at Caerphilly Library and other libraries as well as information being made available on the Council website. Ms Kyte advised that local businesses will be spoken to directly.

Mr Dilworth asked for clarification on the disused rail line Newport to Machen, specifically regarding any bridges and whether they would need strengthening.

Ms Kyte confirmed that any bridges would be checked to ensure no further erosion had occurred, but this would not be done immediately and is part of a long term aspiration for a transport work.

Members of the group asked if toilets could be placed in Crescent Road car park, as there are no facilities for coaches dropping off visitors.

Mr Highway confirmed that a new layby for coaches to drop off is being looked at by officers and CADW. The Chair thanked Ms Morgan & Ms Kyte

Members were referred to update 5 in the report relating to night time economy. Mr Dallimore presented the update.

Ms Stephens representing Pub Watch welcomed the report. Mr Dallimore advised that Consultants will look at the wider opportunities that METRO presents and consider how this makes the town more attractive for businesses related to the night time economy.

Ms Stephens asked Mr Dallimore if he had spoken to the Police in relation to anti-social behaviour issues.

Mr Highway advised that the Police are keen to see more public spaces created where people can congregate for the night time economy and also work with the Council to re-develop the taxi area.

The Chair thanked officers & Ms Stephens for her observations.

Members were referred to update 6 in the report relating to Civil Parking Enforcement. Mr Highway advised that the issue of parking has been raised in all of the Town Centre Management Group meetings and all parking issues remain with the police at present.

The group discussed the Council taking over Civil Parking Enforcement and Councillor Morgan confirmed that a Stage 1 report had been written and Cabinet had made a decision for the Council to use its Community Safety Wardens to carry out some parking enforcement.

Councillor Morgan confirmed that when he receives further information he will update the group at future meetings.

Members were referred to update 7 in the report relating to Area Forum budget. Mr Dallimore presented the update and invited the group to come up with ideas on what unallocated monies could be used for.

Mr Dallimore confirmed that there was in total £7,722.64 of which £4,222.64 was left from project underspends and £3,500 from the Working Men's Hall, both sums have been pledged but not spent.

Mr Dallimore advised that there has been no dialogue with the Working Men's Hall and asks the group what they would like to do.

The group asked Mr Dallimore to contact the Working Men's Hall and ascertain if the monies are still required but advise that they have one month in which to confirm.

The group discussed options and discussed possibilities of using the funds in conjunction with monies from the Town Council. The group all agreed that Mr Dallimore and his team could look into ideas.

The Chair thanked Mr Dallimore

Members were referred to update 8 in the report relating to Air Quality. Mr Highway passed on apologies from Ms Godfrey and presented the update in her absence. Mr Highway advised the group that Ms Godfrey is happy for members of the group to contact her with any queries.

Members were referred to update 9 in the report relating to CADW Operational works. Mr Dallimore presented the update.

The group discussed the update and agreed that a lot more could be done with the site surrounding the castle.

Councillor Morgan advised the group that he would be going to Warwick Castle with the Acting Head of Regeneration Mr Whetter to look at what the town has to offer and to see if they can draw on any ideas.

The Chair thanked Mr Dallimore

Members were referred to update 10 in the report relating to the Park Lane site. Mr Dallimore presented the update and advised the group that there were two developers who had expressed interest in the site for hotel accommodation. A draft report will be presented to Cabinet.

Mr Dallimore confirmed that he is looking to bid for funding through a new Welsh Government programme and that discussions are taking place with CADW and Visit Wales for their input on plans and he will report back to the group with an update.

The Chair thanked Mr Dallimore.

Members were referred to update 11 in the report relating to Cardiff Capital Region. Councillor Morgan presented the update and the group were advised that this would be good for the Borough as a whole and will create jobs and investment. As further information arises it will be passed on to the group.

Members were referred to update 12 in the report relating to Summer Events. Mr Highway presented the report as Mr Hudson had to leave the meeting early.

Mr Highway advised that it was hoped that Castle Court Shopping Centre can link in with the events. Ms Jones (Manager Castle Court Shopping Centre) confirmed that she would email Mr Highway regarding this.

Councillor Bevan advised that the Town Council will be organising The Flower Festival, which will take place on the 22nd June 2018 - 24th June 2018. Councillor Fussell asked if the details could be circulated. Mr Highway confirmed he will circulate the details.

5. CAERPHILLY TOWN CENTRE AUDIT

Mr Highway presented the audit and the following items were raised

The condition of 73 Cardiff Road, Mr Highway confirmed that a meeting is scheduled for tomorrow.

There were no further issues raised.

The meeting closed at 15:49pm

CHAIR



CAERPHILLY TOWN CENTRE MANAGEMENT GROUP – 27TH NOVEMBER 2018

SUBJECT: UPDATE ON MATTERS RELATING TO CAERPHILLY TOWN

REPORT BY: TOWN CENTRE DEVELOPMENT MANAGER

1. **CIVIL PARKING – PRESENTATION ATTACHED**
2. **LOCAL TOILET STRATEGY – PRESENTATION ATTACHED**
3. **ELECTRIC VEHICLE CHARGING – PRESENTATION ATTACHED**
4. **AIR QUALITY**

The decision of the outcome of the Ultra Low Emission Bus bid ULEB has been postponed yet again and a decision is now expected at the end of November.

We are continuing our work with schools and continue to work with consultants in relation to the large proposed developments for the Caerphilly Basin.

There are intentions to review the Caerphilly air quality action plan in 2019, however no committed date has been agreed as yet.

5. **AREA FORUM BUDGET – VERBAL UPDATE**
6. **STRATEGIC PROJECT UPDATE – VERBAL UPDATE**
7. **WORK WITH CADW – VERBAL UPDATE**
6. **HIGH STREET HEROES**

In November the Council will be launching a new initiative called 'High Street Hero' which asks people to nominate those retailers in our town centres who provide excellent customer service, offer value for money and show great product knowledge. Retailers who receive a nomination will be featured across the Council's social media channels and also on the corporate website. In addition, each nominated businesses will be awarded a 'High Street Hero' certificate and window sticker to show that customers recognise and value the business. The aim of the scheme is to raise the profile of shops on our high streets and encourage people to invest at least some of their retail spend locally, especially in the period leading up to Christmas.

Author: Andrew Highways – Town Centre Development Manager
Allan Dallimore – Team Leader Urban Renewal
Councillor S Morgan – Work with Cadw

Maria Godfrey – Air Quality
Appendix 1 – Clive Campbell Presentation on Civil Parking
Appendix 2 – Sian Wolf-Williams Presentation on Local Toilets Strategy
Appendix 3 – Tracy Evans Presentation on CCBC Electric Vehicle Strategy

Caerphilly TCMG 27th November 2018

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Civil Parking Enforcement Update & Proposals

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Introduction

- Background to CPE
- Purpose of CPE
- What CPE will do
- What CPE will not do
- Proposals and next steps
- Key details
- Key issues
- Public engagement
- Advice to members
- Questions



Background to CPE

- Over 280 councils across the UK already have CPE. 17 of the 22 Welsh local authorities have implemented CPE. Only Gwent has not.
- 1st April 2012: Traffic Warden role withdrawn
- December 2018: Gwent Police to withdraw from parking enforcement
- 17th December 2017: feasibility study reported to the Regeneration and Environment Scrutiny Committee
- 28th February 2018: Cabinet resolved to progress CPE
- 25th July 2018: Cabinet resolved to apply for CPE

Background to CPE

The business model is based on:

- 8 FTE Civil Enforcement Officers (CEOs) under direct CCBC management
- Notice processing and administration via RCT
- 11,250 Penalty Charge Notices (PCNs) issued annually
- 3-5% of contraventions; 75% collection rate
- Annual surpluses and self funding after year 1 but not sufficient to fund the set up costs

Purpose to CPE

- Provide a coordinated approach to enforcement of traffic regulations
- Contribute to improving road safety and the general flow of traffic
- Improve enforcement at priority locations, e.g. disabled and resident parking spaces
- Improve access for local residents to public transport and local businesses
- Improve the local environment and economic vitality

What CPE will do

- Enforcement of off street car parks
- Enforcement of on street lines and signs
- Coordinate deployment of resources to off street car parks and on street parking
- Provide a greater profile
- Use the income received to fund the service
- Re-invest any surplus income in traffic, highway and transportation services

What CPE will not do

- Moving traffic offences
- Pavement parking
- Obstruction

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All the above remain with Gwent Police

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What CPE will not

Cure all ills...

- Reduce the number of cars
- Increase road widths
- Stop unlawful parking

But it will be a significant deterrent

Proposals and next steps

- TRO review – May to October 2018
- CPE application submitted to WG – October 2018
- Undertake remedial TRO works – September to December 2018
- Prepare TRO consolidation order – September to December 2018
- Negotiate back office and set up in house service – April 2018 to January 2019
- Undertake public engagement and manage expectations
- ‘Go live’ – April 2019

Key Details - operational

- There will be 8-10 Civil Enforcement Officers
- They will issue PCNs (Penalty Charge Notices)
- The fines are set by Welsh Government
- They are set at £70 and £50
- Reduced by 50% if paid within 14 days
- Payments online, telephone or post

Key Details – challenges/appeals

- Challenges in writing within 28 days
- If unsuccessful, an independent tribunal (Traffic Penalty Tribunal) is available to appeal to.
- Failure to pay / ignore PCN will result in a referral to the County Court (TEC) and then on to bailiffs.



Key Issues

- There is no target for PCNs
- Uniform enforcement of Countryside and Tourism car parks
- Review parking enforcement operational policy
- Bring resident permit parking in line with current policy
- Develop dual role to include enforcement of littering and dog fouling
- Explore areas for collaboration

Public Engagement

- A communication strategy has been developed
- Widely publicise CPE in advance of Go live
- Use usual media channels via communications team
- Enforcement from day one of Go live

Advice to Members

Section 10.16 of Traffic management Act 2004 CPE – Secretary of states statutory guidance states:

‘...elected members and unauthorised staff should not under any circumstances play a part in deciding the outcome of individual challenges or representations. This is to ensure that only fully trained staff make decisions on the facts presented.’

Our policies will reflect the above

Contraventions



Contraventions

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Contraventions



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Contraventions



And finally....

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Any comments/questions?

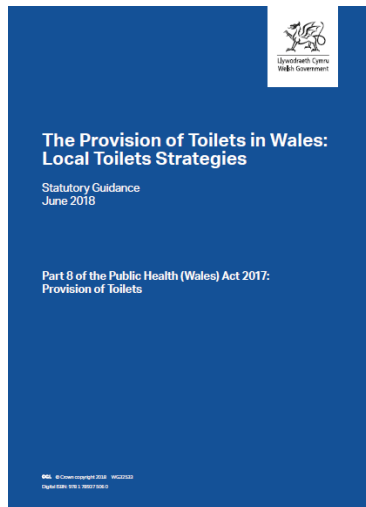
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The Provision of Toilets in Wales : Local Toilets Strategy



- Public Health (Wales) Act 2017
- Welsh Government published statutory guidance in June 2018



The infographic is a vertical strip with a yellow header and several colored sections. The header contains the text: 'The Public Health (Wales) Bill proposes changes to the law in Wales to improve health and prevent avoidable health harms.' and the Welsh Government logo. Below the header, the text 'These include:' is followed by several items, each with an icon and a list of details:

- Restrictions on smoking in:** school grounds, hospital grounds, public playgrounds. (Icon: swing set)
- A national **register of retailers** of tobacco / nicotine products.
- Prohibiting **handing over** tobacco / nicotine products to under-18s.
- A licensing system for practitioners of **special procedures** in Wales: acupuncture, body piercing, electrolysis, tattooing. (Icon: medical syringe)
- Prohibiting the **intimate piercing** of a person under the age of 16.
- Requiring **health impact assessments** to be carried out for key decisions. (Icon: document with pencil)
- Maximising the public health role of community **pharmacies** to meet the needs of communities. (Icon: pharmacy sign)
- A duty on each local authority in Wales to publish a **local toilets strategy**. (Icon: people icons including a person in a wheelchair)

What does the LA have to do ?

- The Act places a duty on each Local Authority in Wales to prepare and publish a local toilet strategy for its area.
- To create a strategic and transparent approach
- To improve access to toilets available for public use

What does the LA have to do ?

- The Act does not require Local Authorities to provide and maintain public toilets themselves but take a strategic view as to how facilities can be provided and accessed by the local population
- It should encourage community involvement and involvement of private businesses and other organisations to help provide solutions

What does the LA have to do ?

- The first stage of this process is to assess the community's need for toilets, including changing facilities for babies and changing places for people with a disability



Mae angen i Gyngor Bwrdeistref Sirol Caerffili ddatblygu Strategaeth Toileddau Lleol ar gyfer y fwrdeistref sirol erbyn 31 Mai 2019.

Caerphilly County Borough Council needs to develop a Local Toilet Strategy for the county borough by 31 May 2019.

Toileddau / Toilets

Er mwyn helpu i nodi angen, mae'r cyngor yn ceisio barn trigolion ac ymwelwyr â'r fwrdeistref sirol. I gael dweud eich dweud ewchi i www.caerphilly.gov.uk/consultations/localtoiletstrategy a chwblhewch yr arolwg erbyn 28 Medi 2018.

To help identify need, the council is seeking the views of residents and visitors to the county borough. To have your say please visit www.caerphilly.gov.uk/consultations/localtoiletstrategy and complete the survey by 28th Sept 2018.

Am ragor o wybodaeth, ffoniwch **01443 811368** neu e-bostwch: policyteam@caerphilly.gov.uk

For more information, please call on **01443 811368** or e-mail: policyteam@caerphilly.gov.uk

- This information will inform the development of a draft strategy which must include a plan to address identified needs

What does the LA have to do ?

- Produce a draft plan which will be released for formal consultation between December 2018 + February 2019
- Final strategy must be published by 31st May 2019
- Provide statement of progress after 2 years + review strategy within a year of each local election

CCBC Electric Vehicle Strategy

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Tracy Evans - Policy Officer

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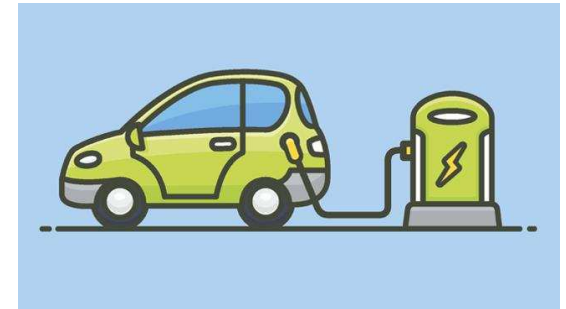
Introduction

- Why an Electric Vehicles?
- Pollution issues
 - Dangerous to health
 - Contribution to climate change
 - Road transport – 90% of UK's domestic transport emissions
- The UK Government – ban new diesel and petrol vehicles from sale in the UK from 2040
- Advances in new technology & benefits of electric vehicles
- Strategic approach – EV's, Active Travel, Public Transport



Introduction

- Electric vehicles: 2016 - 2017
 - Electric vehicles in Wales rose by 35% (2,500 vehicles)
 - Electric vehicles in Caerphilly county borough rose by 28% (64 to 82 vehicles)
- Charge points
 - 439 in Wales
 - 4,476 across the UK
 - 0 public charge points in Caerphilly county borough
 - 2 charge points for fleet vehicles (Penallta House/Tir-y-Berth Depot)



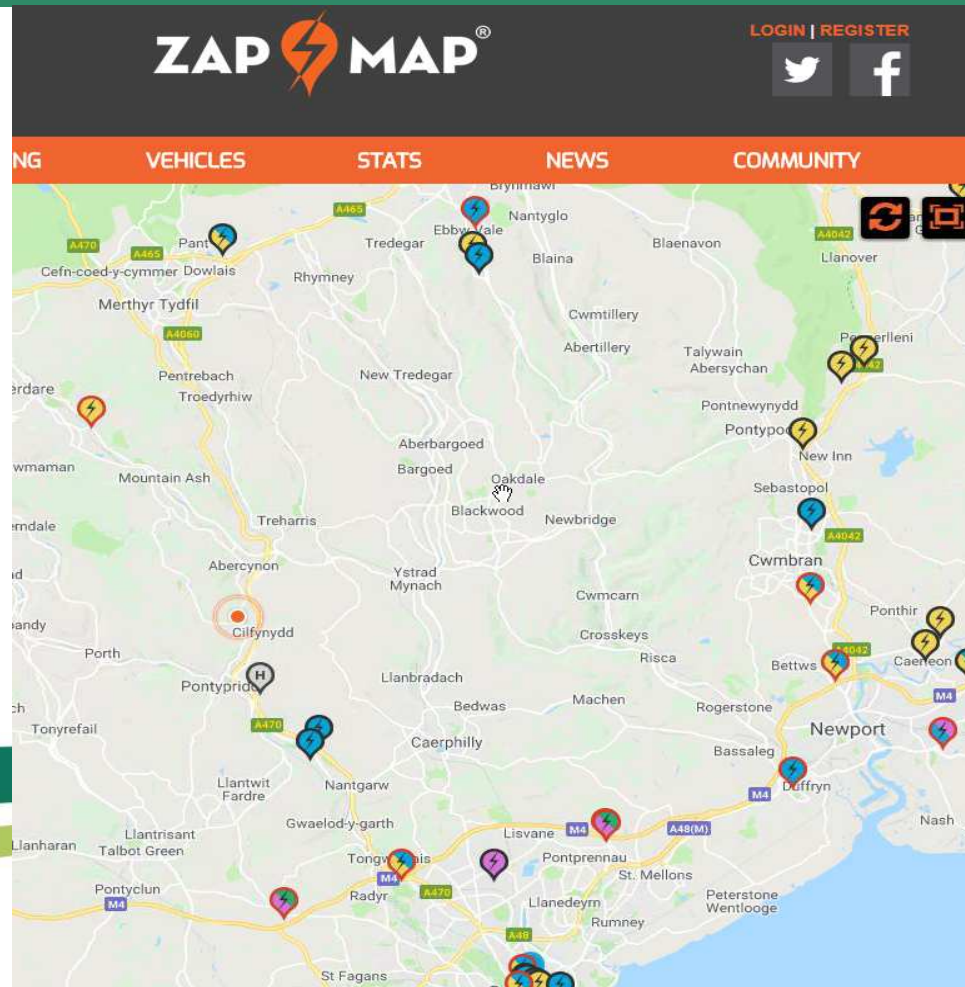
Technology

- Vehicles
 - Pure Electric (EV)
 - Plug-in Hybrid Vehicles (PHEV)
 - Extended Range Plug-in Hybrid Vehicles (E-REV)
 - Hydrogen Fuel Cells
- Charge points
 - 3Kw slow (7-8 hours)
 - 7Kw Fast (3-4 hours)
 - 22Kw-50Kw Rapid (30 – 50 minutes)



Overview of Current Situation

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CCBC Electric Vehicle Strategy - Aims

- To provide electric vehicle infrastructure across the Caerphilly county borough
- Lead by example - incorporating electric vehicles into our fleet and trial new technologies as they evolve
- Work with private developers to incorporate electric vehicle infrastructure into new builds and developments
- Work with our partners and local businesses to encourage them to adopt a similar approach to electric vehicle infrastructure

Objectives

- To support an integrated network of EV charge points
- Trial new technologies
- Maximise funding opportunities
- Private developers/landowners to provide EV charge points
- Raise awareness of the EV market
- Increase EV's in our fleet
- Address air quality issues
- Encourage our employees to switch to low carbon vehicles

Action Plan

- Undertake a feasibility study – EV charge points
- Provide a network of charge points
- Identify opportunities for new technology
- Work with Welsh Government & Office for Low Emission Vehicles (OLEV) – access funding
- Requirement in planning – new developments
- Install EV charge points – fleet/employees
- Work with fleet/internal services – trial and lease EV's



Action Plan

- Encourage businesses/organisations/partners to do the same
- Raise awareness of the vehicles, charge points and benefits
- Work with PSB partners – Well-being Plan Actions
- Investigate pool vehicles
- Link to the City Deal & Local Transport Plan



Funding

- National:
 - Office for Low Emission Vehicles (OLEV) - £4.5 million
 - On Street Residential Chargepoint Scheme
 - Workplace scheme
- Regional
 - Welsh Government - £2 million (2018/19 and 2019/20)

Feasibility Study

Regional PSB Feasibility Study

- CCBC leading on Gwent-wide study
- Identify potential sites for EV charging points
- Results of study to inform funding bids

Feasibility Study

Sites identified in Caerphilly:

- The Twyn Car Park (65)
- Crescent Road (200)
- Caerphilly Train Station (160)
- Aber Train Station (118)

What we need from you!

- Identify potential sites for charge points
- Help with links to businesses
- Community Councils



CCBC Electric Vehicle strategy

Thank You

Tracy Evans

Policy Officer

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EVANSTA@caerphilly.gov.uk

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CAERPHILLY TOWN CENTRE AUDIT – NOVEMBER 2018

DATE	ISSUE	DEPARTMENT	PROGRESS UPDATE
17/10/08	<p><u>Air Quality Town Centre</u> An air quality issue has been identified in the town centre. A working group, which includes members of the TCMG, has been established. This will meet to promote a collaborative approach to finding long-term viable solutions.</p>	<p>Environmental Health <i>Lyndon Ross</i></p> <p>Transportation <i>Dean Smith</i></p> <p>Urban Renewal <i>Allan Dallimore</i></p> <p>Town Centre Management <i>Andrew Highway</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>6/6 An electric bus trial is currently underway to assist in air quality of the town centre. A bid has been submitted to WG to extend the scheme. 11/9 Stagecoach submitted a bid for the electric bus.</p>
16/06/15	<p><u>Development Site Park Lane</u> Following demolition of the buildings on Park Lane, Officers will now be working to look at the development options for the site and will work to secure a suitable tenant.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>6/3 An update was provided to the TCMG. 6/6 Cabinet approval was obtained to work with the preferred developer for the site. The developer is working with a large hotel company. 11/9 The developer has agreed in principle a 12 month option to work up a feasibility study.</p>

22/05/17	<p><u>Condition of Vacant Property</u> <u>73 Cardiff Road</u> Local members and retailers have complained that the buildings appearance is deteriorating and they are concerned over its condition.</p>	<p>Regulatory Planning <i>Tim Stephens</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>6/6 A S.215 notice was issued and has been adhered. All planning conditions have been discharged and renovation works are due to start shortly. An update meeting on the unauthorised access to the building is scheduled for 9th June. 11/9 Box scaffold has been erected and the developer expects to start work imminently. There is potentially grant funding which could be accessed.</p>
17/10/17	<p><u>Civil Parking Enforcement</u> <u>Town Centre</u> Following the decision by Gwent Police to transfer on-street parking enforcement duties to the local authorities across the Gwent area, Council officers are working alongside colleagues in neighbouring authorities and Gwent Police to explore the various options available. Any proposals will be subject to a wider consultation with Members prior to seeking Cabinet confirmation and Council approval.</p>	<p>Transportation <i>Dean Smith</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>6/3 An update was provided to the TCMG. 6/6 The back-office function will be shared with RCT and this has been agreed. The TRO is in progress, but is a significant piece of work. When TRO is complete, an application will be made to WG with a provisional start date of April 2019. 11/9 The Council will take over Civil Parking Enforcement from the Police on the 8th April 2019.</p>
13/09/17	<p><u>Damage to Roofs</u> <u>Cardiff Road</u> The owner of <i>Celtic Gold</i> on Cardiff Road has complained about damage to his roof, and those of the neighbouring properties, due to free runners gaining access to the tops of the properties.</p>	<p>Police <i>Ins.Clifton</i></p> <p>Community Safety <i>Paul Wallen</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>13/2 Prosecution will be carried out when criminal damage is being caused. Building owners need to log calls with the Police when incidents occur. 6/6 There have been no recent reports of</p>

			incidents. A joint Community Safety & Police venture will be taking place in two weeks to tackle free runners. 11/9 Arrest has been made and a person given a custodial sentence. Issue Closed 11/9
26/09/17	<p><u>Cleaning of Steps</u> <u>O/S Tourist Information Centre, The Twyn</u> At the TCIG, it was requested that the steps leading from The Twyn car park to Lower Twyn Square be cleaned as the surface is becoming very slippery due to algae growth.</p>	<p>Cleansing <i>Ian Jones</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>13/2 A new fungicide product will be trialled shortly. 6/6 The area will be cleaned once the refurbishment of the toilet is complete as the compound is in the area. 11/9 Works completed Issue Closed 11/9</p>
19/10/17	<p><u>Pwll-y-Pant Roundabout Works</u> <u>Town Centre</u> The implementation of the 52-week programme of works to the roundabout has affected traffic flow in and around the town centre, which has impacted on footfall levels and retail sales.</p>	<p>Engineering Services <i>Marcus Lloyd</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>13/2 The scheme will return to two-lane working in the next few weeks. 6/3 An update was provided to the TCMG. 6/6 An improvement in traffic flow has been seen since two lanes have been operational. 11/9 Contractor expects to complete works by December 2018.</p>
23/01/18	<p><u>Access to Vacant Property</u> <u>Cardiff Road</u> Reports have been received of young people gaining access to the vacant property at 73 Cardiff Road during the evenings.</p>	<p>Regulatory Planning <i>Tim Stephens</i></p> <p>Police <i>Ins. Clifton</i></p>	<p>13/2 Monitoring of the site is ongoing. 6/6 A site meeting is taking place on 9th June. 11/9 The property has now been secured. Issue Closed 11/9</p>

		Environmental Health <i>Lyndon Ross</i>	
06/02/18	<u>Misuse of Nitrous Oxide</u> <u>Town Centre</u> There have been several reports of large number of discarded Nitrous Oxide canisters and balloons in the town centre. Young people are using the gas as a form of legal high.	Environmental Health <i>Lyndon Ross</i> Police <i>Ins.Clifton</i>	6/6 Trading Standards has done a lot of work with local retailers and are continuing to monitor the situation. Intelligence is needed in order to take any appropriate enforcement action. 11/9 The Police have received further reports of retailers selling canisters, enquiries ongoing.
11/04/18	<u>Repainting of Street Furniture</u> <u>Town Centre</u> The street furniture throughout the town centre will be repainted in order to improve its appearance in readiness for the busy summer period.	Highways <i>Gavin Barry</i>	6/6 The work is ongoing. 11/9 Works completed Issue Closed 11/9
11/04/18	<u>Cleaning of Signage</u> <u>Crescent Road</u> All of the road signage on Crescent Road will be cleaned to remove fungal growth that has accumulated.	Highways <i>Gavin Barry</i>	6/6 This has been added to the forward work programme 11/9 Works completed Issue Closed 11/9
06/06/18	<u>Street Lighting Column Failure</u> <u>Cardiff Road</u> A street lighting column O/S Iceland had structurally failed. All columns of the same specification are currently undergoing structural testing and the banners have been removed to assist in this process.	Highways <i>Gavin Barry</i>	11/9 Two new lighting columns are being ordered.

08/06/18	<p><u>Group of Rough Sleepers</u> <u>Castle Grounds</u> A group of rough sleepers has been spotted in the castle grounds and may require access to support services.</p>	<p>Community Safety <i>Paul Wallen</i></p> <p>Town Centre Management <i>Andrew Highway</i></p>	<p>11/9 Names provided by Pubwatch. Council Homeless Team and Police will follow up.</p>
19/06/18	<p><u>Graffiti Removal</u> <u>R/O Peacocks, St. Fagans Street</u> The Town Council has received a complaint about offensive graffiti sprayed on the rear of the Peacocks building.</p>	<p>Cleansing <i>Ian Jones</i></p> <p>Town Centre Management <i>Andrew Highway</i></p>	<p>19/6 Town Centre Management will get a disclaimer form signed by the store manager and the Cleansing team will arrange for the probation service to attend and clean the area. 11/9 Works Completed Issue Closed 11/9</p>
09/06/18	<p><u>Dafydd Williams Park Audit</u> <u>Crescent Road</u> Following meetings with CADW to look at partnership working it was agreed to undertake an audit of the park and establish it as the main route to walk to the castle from Crescent Road car park.</p>	<p>Town Centre Management <i>Andrew Highway</i></p> <p>Urban Renewal <i>Allan Dallimore</i></p> <p>Parks <i>Mike Headington</i></p>	<p>11/9 Works programme is ongoing</p>
19/06/18	<p><u>Car Park Audit</u> <u>Crescent Road</u> Following meetings with CADW to look at partnership working it was agreed to undertake an audit of the car park and look to designate it as a visitor car park for the castle.</p>	<p>Cleansing <i>Ian Jones</i></p> <p>Town Centre Management <i>Andrew Highway</i></p> <p>Urban Renewal <i>Allan Dallimore</i></p> <p>Transportation <i>Dean Smith</i></p>	<p>11/9 Works programme is ongoing. The Heris Fencing has been returned to site, Officers to look at demarcation solution.</p>

28/06/18	<p><u>Raised Paving Slabs</u> <u>O/S Tourist Information Centre, The Twyn</u> Root stock from a nearby tree has raised two Yorkstone pavements outside the Tourist Information Centre, which presents a trip hazard.</p>	<p>Highways <i>Gavin Barry</i></p>	<p>11/9 Works completed Issue Closed 11/9</p>
04/07/18	<p><u>Weed Growth</u> <u>Steps Leading to Lower Twyn Square</u> There is a large amount of weed growth between the pavements on the steps leading from The Twyn car park to Lower Twyn Square.</p>	<p>Parks <i>Mike Headington</i></p>	<p>4/7 The weeds are scheduled to be treated on 5th July. 11/9 Works completed Issue Closed 11/9</p>
30/08/18	<p><u>Unseated Bin</u> <u>OS Visitor Centre</u> A litter bin has become unseated and needs fixing to the pavement again.</p>	<p>Cleansing <i>Ian Jones</i></p>	<p>11/9 Works completed Issue Closed 11/9</p>
30/08/18	<p><u>Lighting of Stone Obelisk</u> <u>Cardiff Road</u> The lighting unit inside the artwork no longer works and officers have been asked to investigate if it can be mended.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p>	<p>11/9 Site visit to be arranged.</p>
30/08/18	<p><u>Broken Bench</u> <u>OS Barclays Banks, Cardiff Road</u> A wooden bench at the location has rotted and is in need of replacement.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p>	<p>11/9 New bench is being sourced from a new supplier.</p>
30/08/18	<p><u>Sand & Varnish Bench</u> <u>Windsor Street / Cardiff Road</u> A curved bespoke wooden bench at the location is in need of sanding & varnishing before the onset of winter.</p>	<p>Highways <i>Gavin Barry</i></p>	<p>11/9 Works to be programmed</p>

30/08/18	<p><u>Paint Benches</u> <u>Cenotaph, Castle Street</u> The benches surrounding the Cenotaph are in need of repainting prior to the commemoration services in November.</p>	<p>Highways <i>Gavin Barry</i></p>	11/9 Works to be programmed
30/08/18	<p><u>Power Wash Stone Table Artwork</u> <u>Cenotaph, Castle Street</u> The artwork by the Cenotaph is in need of cleaning prior to the commemoration services in November.</p>	<p>Cleansing <i>Ian Jones</i></p>	11/9 Works to be programmed
04/09/18	<p><u>Taxi Operators</u> <u>Town centre</u> At the September meeting of <i>Pubwatch</i> licensees brought forward concerns that there were insufficient taxi operators in the town. This is leading to groups of people being kept waiting for taxis after the pubs closed.</p>	<p>Licensing <i>Lee Morgan</i></p>	11/9 Taxi Operator currently not in Caerphilly Town Centre has been made aware of a potential gap in taxi provision.
17/09/18	<p><u>Litter Pick / Graffiti Removal</u> <u>Park Lane</u> A request has been received from the Town Council to litter pick the lane and remove the graffiti to the rear of Peacocks.</p>	<p>Cleansing <i>Ian Jones</i></p> <p>Town Centre Management <i>Andrew Highway</i></p>	17/9 The Town Centre Development Manager will seek consent from the manager of Peacocks.
17/09/18	<p><u>Repair to BIG Cheese Artwork</u> <u>Castle Street</u> The flag stone on the BIG Cheese artwork has become detached and requires urgent repair.</p>	<p>Parks <i>Mike Headington</i></p>	
18/09/18	<p><u>Corroded Traffic Signal Pole</u> <u>Opposite Castle Court Shopping Centre</u> The Visitor Centre has received a complaint about exposed wiring on a corroded pedestrian crossing signal pole.</p>	<p>Highways <i>Gavin Barry</i></p>	

18/09/18	<p><u>Condition of Vacant Land</u> <u>Opposite Vets for Pets Pontywindy Road</u> Local members are concerned at the condition of the site and have requested that the owner be asked to tidy it.</p>	<p>Regulatory Planning <i>Tim Stephens</i></p>	<p>18/9 Planning Enforcements will contact the owner and request they undertake remedial works to improve sites appearance.</p>
08/10/18	<p><u>Grit Bin Provision</u> <u>Town Centre</u> Prior to the onset of winter the Highway operations team will visit the town centre and ensure that the grit bins are in place and topped up with a fresh supply of grit.</p>	<p>Highways <i>Gavin Barry</i></p>	