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(Tel: 01443 866213 Email: highway@caerphilly.gov.uk)

Date: 9th April 2019

Dear Sir/Madam,

A meeting of the **Risca Town Centre Management Group** will be held in the **Rhymney Room - Penallta House, Tredomen, Ystrad Mynach on Tuesday, 16th April, 2019 at 2.00 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

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'.

Christina Harrhy
INTERIM CHIEF EXECUTIVE

AGENDA

- | | Pages | |
|---|-----------------------------------|--|
| 1 | To receive apologies for absence. | |
| 2 | Declarations of Interest. | |

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance

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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: -

3 Minutes of Previous meeting 11th December 2018 - TO FOLLOW

To receive and note the following updates: -

4 Updates on matters relating to Risca Town.

1 - 4

5 Audit.

5 - 10

Circulation:

Councillors N. George, Ms P. Leonard, B. Owen, Mrs A. Leonard, R. Whiting, S. Morgan, D.T. Davies and Mrs C. Forehead

Town Councillors

Other Organisations

HOW WE WILL USE YOUR INFORMATION

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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RISCA TOWN CENTRE MANAGEMENT GROUP – 16TH APRIL 2019

SUBJECT: UPDATE ON MATTERS RELATING TO RISCA TOWN

REPORT BY: TOWN CENTRE DEVELOPMENT MANAGER

1. PUBLIC CONVENIENCES

In October 2018, Welsh Government announced its provisional budget settlement; under the settlement Caerphilly County Borough Councils faced a funding reduction of 0.3%, this coupled with inescapable pressures that the Council has to fund, meant that the Council needed to find savings of over £15.6 million for the next year alone.

As part of the draft budget proposals for 2019/20, the closure of all 5 Public Conveniences was presented as a saving proposal (£74,000).

The draft budget which included this saving underwent a comprehensive consultation process held over a period of six weeks from the 19th November 2018 to the 11th January 2019, with the views expressed to be fed back to and considered by elected members at a Special meeting of full Council in February 2019.

The consultation included officer representation at the Community Council Liaison Committee (21st November 2018), Newline, Council's website, Special Scrutiny Committee meetings, Town Centre Engagement and Public Drop in Centres. Drop in sessions were held in 9 venues across the county borough between the 26th November and 13th December 2018 (Rhymney Library, Bargoed Library, Caerphilly Library, New Tredegar White Rose Centre, Risca Palace, Newbridge Tabernacle, Nelson Library and Blackwood Library).

Town and Community Councils also received this information via their Community Council Liaison Officer – Caerphilly Conversation engagement email (22nd November 2018) and a copy of the final budget proposals circulated to all clerks on the 18th February 2019.

At the meeting of Special Council on the 21st February 2019, elected members approved the final budget proposals including the closure of the 5 public conveniences (recommendation 10.1.2 – Appendix 2 – page 16). Following the decision of Council, notices were placed in each of the public conveniences and the closure will come into effect on the 1st April 2019.

2. CIVIL PARKING ENFORCEMENT

- Traffic Regulation Order remedial works have been substantially completed.
- The Traffic Regulation Order consolidation order has been advertised and will be concluded by the 8th April.
- A Service Level Agreement has been signed with Rhondda Cynnon Taf County Borough Council to provide back office support for the civil parking enforcement process within Caerphilly County Borough Council.
- All Civil Enforcement Officers have been recruited and trained. During March the officers have been undertaking an extensive exercise across the county borough to issue warning notices to drivers advising them of parking restrictions.

- Traffic Regulation Order remedial works have been completed.
- The Traffic Regulation Order consolidation order has been made.
- A Service Level Agreement has been signed with Rhonnda Cynnon Taf County Borough Council to provide back office support for the civil parking enforcement process within Caerphilly County Borough Council.
- All Civil Enforcement Officers have been recruited and trained. During March the officers have been undertaking an extensive exercise across the county borough to issue warning notices to drivers advising them of parking restrictions, alongside other media releases.

3. S106 MONIES – VERBAL UPDATE

4. PLASTIC FREE TOWNS

There is a growing global movement to reduce the amount of plastics which are used, with a particular focus on preventing millions of plastic bottles from entering our rivers and seas. In response, many UK towns are taking positive steps to cut the amount of plastics which businesses use and actively supporting the water bottle Refill Scheme. Town Centre Management is engaging with local retailers to encourage them to participate in the Refill Scheme. Participating businesses agree to refill a reusable water bottle for free and are given a blue Refill sticker to put in their window and included on the Refill App so people can find them. To support this and other elements of Plastics Free Towns a special version of the successful 'Choose the High Street' logo has been designed.

5. RISCA OVERVIEW 2018

The focus of Risca town centre continues to shift towards core service provision which was reflected in the new businesses which opened during 2018. These included: *Gypsy Jane Tattoo Studio, Tango Creations Studio & Boutique, Chocolate Dragon* and *Risca Properties*. In spite of a very tough trading environment Risca still attracted a new clothing business *El Unico* which opened in Commercial Street. Although the town has a few vacant properties the market in the core town street is fluid with a number of vacant units let during the year including the former *HSBC* bank which was taken over by *Risca Chiropractic*. However, the primary concern going into 2019 remains the retention of *Barclays* the town's last remaining bank.

Risca Business Comparison			
	2018	2017	LFL Comparison
Businesses Opened	12	12	0 more businesses opened
Businesses Closed	11	7	4 more businesses closed

UK Retail Overview 2018

The fabric of the UK's high streets fundamentally changed in 2018. Well established household names such as *Toys r Us, Maplin, Poundworld, The Original Factor Shop* and even *House of Fraser* have either disappeared or fallen into administration. This has left gaps in many prime town and city centre locations and seen nervous retailers dramatically reducing the number of stores within their property portfolio. Smaller town centres have been particularly hard hit with the likes of *Dorothy Perkins, New Look* and *Carpetright* all closing stores in prominent town centre locations. There is no single reason for the current downturn on the high street, rather it is a case of a number of different factors combining together. These include a squeeze on household budgets, the continued shift to experiential and online shopping, rising household overheads and an over capacity in many retail sectors. During 2018 more high street banks were lost and this is expected to continue in 2019 with banks realigning their service into a district centre model which locally means directing customers to Blackwood and

Footfall Figures

2018

Q1	Commencing	Week Total	Year Total
Week 01	Mon 1-Jan-2018	5,944	5,944
Week 02	Mon 8-Jan-2018	7,806	13,750
Week 03	Mon 15-Jan-2018	7,108	20,858
Week 04	Mon 22-Jan-2018	7,154	28,012
Week 05	Mon 29-Jan-2018	7,704	35,716
Week 06	Mon 5-Feb-2018	7,377	43,093
Week 07	Mon 12-Feb-2018	7,644	50,737
Week 08	Mon 19-Feb-2018	7,869	58,606
Week 09	Mon 26-Feb-2018	7,735	66,341
Week 10	Mon 5-Mar-2018	8,338	74,679
Week 11	Mon 12-Mar-2018	7,939	82,618
Week 12	Mon 19-Mar-2018	8,033	90,651
Week 13	Mon 26-Mar-2018	7,507	98,158

Quarter 98,158

Q2	Commencing	Week Total	Year Total
Week 14	Mon 2-Apr-2018	7,434	105,592
Week 15	Mon 9-Apr-2018	7,712	113,304
Week 16	Mon 16-Apr-2018	8,771	122,075
Week 17	Mon 23-Apr-2018	7,256	129,331
Week 18	Mon 30-Apr-2018	8,929	138,260
Week 19	Mon 7-May-2018	7,609	145,869
Week 20	Mon 14-May-2018	9,110	154,979
Week 21	Mon 21-May-2018	8,370	163,349
Week 22	Mon 28-May-2018	8,294	171,643
Week 23	Mon 4-Jun-2018	8,462	180,105
Week 24	Mon 11-Jun-2018	8,377	188,482
Week 25	Mon 18-Jun-2018	8,380	196,862
Week 26	Mon 25-Jun-2018	8,570	205,432

Quarter 107,274

Q3	Commencing	Week Total	Year Total
Week 27	Mon 2-Jul-2018	8,786	214,218
Week 28	Mon 9-Jul-2018	8,524	222,742
Week 29	Mon 16-Jul-2018	8,564	231,306
Week 30	Mon 23-Jul-2018	7,819	239,125
Week 31	Mon 30-Jul-2018	8,364	247,489
Week 32	Mon 6-Aug-2018	7,617	255,106
Week 33	Mon 13-Aug-2018	7,781	262,887
Week 34	Mon 20-Aug-2018	7,838	270,725
Week 35	Mon 27-Aug-2018	7,897	278,622

Q4	Commencing	Week Total	Year Total
Week 40	Mon 1-Oct-2018	8,073	318,173
Week 41	Mon 8-Oct-2018	7,620	325,793
Week 42	Mon 15-Oct-2018	8,373	334,166
Week 43	Mon 21-Oct-2019	8,090	342,256
Week 44	Mon 28-Oct-2019	7,502	349,758
Week 45	Mon 4-Nov-2019	7,662	357,420
Week 46	Mon 11-Nov-2019	8,168	365,588
Week 47	Mon 18-Nov-2019	7,374	372,962
Week 48	Mon 25-Nov-2019	7,194	380,156

Week 36	Mon 3-Sep-2018	8,531	287,153
Week 37	Mon 10-Sep-2018	7,557	294,710
Week 38	Mon 17-Sep-2018	6,751	301,461
Week 39	Mon 24-Sep-2018	8,639	310,100

Quarter 104,668

Week 49	Mon 2-Dec-2019	7,717	387,873
Week 50	Mon 9-Dec-2019	8,133	396,006
Week 51	Mon 16-Dec-2019	8,862	404,868
Week 52	Mon 23-Dec-2019	5,047	409,915

Quarter 99,815

Author: Andrew Highway – Town Centre Development Manager
Allan Dallimore – Team Leader Urban Renewal
Clive Campbell - Transportation Engineering Manager

RISCA TOWN CENTRE AUDIT – FEBRUARY 2019

DATE	ISSUE	DEPARTMENT	PROGRESS UPDATE
26/11/13	<p><u>Condition of Land around Cuckoo Artwork Pontymister Industrial Estate</u> Concern was expressed by local Members at the TCMG in relation to the condition of the land surrounding the cuckoo artwork, which is in an unkempt condition.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p> <p>Cleansing <i>Ian Jones</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>11/9 Keep Wales Tidy are no longer maintaining the site. Urban Renewal will undertake an annual clean. 6/11 Site is maintained annually by Parks Services. Should Section 106 monies be available consideration will be given to relocating the artwork to land at the northern entrance of Risca town centre. 11/12 Update at TCMG.</p>
10/02/15	<p><u>Parking Enforcement O/S Spar, Tredegar Street</u> At the TCIG, Cllr. George reported that there are a lot of instances of people parking in the bus stop outside the Spar store. This is leading the buses not being able to pull in, which is causing traffic congestion.</p>	<p>Police <i>Ins Drayton</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>11/9 Fixed Penalty Tickets are being issued by PCSO's and they have contacted local businesses. 6/11 Officers will monitor as resources allow.</p>
02/06/15	<p><u>Illegal Parking Park Road O/S Moriah Church</u> Cllr. George has noted that vehicles are illegally parking along Park Road, which is making it difficult for large vehicles to drive along the road.</p>	<p>Police <i>Ins Drayton</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>13/2 No update could be provided. 6/6 Monitoring and enforcement continue when resources allow. 11/9 Fixed Penalty Tickets are being issued by PCSO's and they have contacted local</p>

			businesses. 6/11 Officers will monitor as resources allow. 11/12 Update at TCMG.
14/06/16	<p><u>Utilisation of Section 106 Funding Town Centre</u></p> <p>Following the decision by Tesco not to install a footbridge linking the store to the Northern end of Commercial Street, Officers are now considering options for the Section 106 funding that has become available.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>11/9 Cabinet approval for Section 106 Funding has been given & a selection of works has been programmed. 6/11 The Longbridge Baths demolition and refit works is planned together with selected demolition on the Brooklands site. 11/12 Update at TCMG.</p>
17/10/17	<p><u>Illegal Signage Entrance to Pontymister Industrial Estate</u></p> <p>At the TCMG members expressed concern about the number of banners that have been installed on railings and fencing at the entrance to Pontymister Industrial Estate.</p>	<p>Highways <i>Gavin Barry</i></p>	<p>PLEASE SEE PREVIOUS AUDITS FOR A FULL HISTORY OF THIS ISSUE</p> <p>6/6 All signage that can be removed under the Council's powers has been removed. Monitoring of the area continues. 11/9 Highways to continue monitoring. 6/11 Signs removed. Issue Closed 6/11</p>
17/10/17	<p><u>Civil Parking Enforcement Town Centre</u></p> <p>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>11/9 The Council will take over Civil Parking Enforcement from the Police on the 8th April 2019. 6/11 The Council will continue to work towards an April start date, however Gwent Police may finish enforcement duties earlier on the 31st December 2018 and are keen for all Gwent Authorities to start CPE on the</p>

			same day. 11/12 Update at TCMG.
13/02/18	<p><u>Bus Stop Extension Demarcation</u> <u>O/S Spar, Tredegar Street</u> At the TCIG, Cllr. Whiting noted that the extended bus stop outside Spar on Tredegar Street is not clearly marked. The original bus stop has a green road surface, whereas the extended area does not. This is leading the people parking in the bus stop.</p>	<p>Highways <i>Gavin Barry</i></p> <p>Transportation <i>Dean Smith</i></p>	<p>6/6 There is no budget available to extend the surface at present. However, all of the bus stop is included in the TRO so it is enforceable. 11/9 TRO will be reviewed as part of Civil Parking Enforcement. 6/11 TRO works continue.</p>
13/03/18	<p><u>Poor Footway Surface</u> <u>Opposite The Rolling Mill, Commercial Street</u> At the TCMG, Cllr. Whiting reported that he had received a complaint about the condition of the footway opposite The Rolling Mill on Commercial Street. The area is in private ownership.</p>	<p>Urban Renewal <i>Allan Dallimore</i></p>	<p>6/6 The area is privately owned by The Birds Group. Officers have contacted the company and requested that repairs be carried out. 11/9 Officers have contacted the site owner, intermediate works have been completed but a permanent surface is required. 6/11 Officers will ask the owner to revisit the site and consider additional work. 11/12 Update at TCMG.</p>
06/06/18	<p><u>Legality of Signage</u> <u>Pontymister Industrial Estate</u> At the TCIG, Cllr. Whiting made reference to a “cash for clothes” sign at the entrance to Pontymister Industrial Estate. The sign is adjacent to a roundabout and is a potential distraction for drivers, especially at night when it is very brightly illuminated.</p>	<p>Regulatory Planning <i>Tim Stephens</i></p>	<p>11/9 Officers will continue to monitor. 6/11 The sign requires planning consent. Planning Enforcement officers will work with the owner to regularise or remove the sign.</p>
06/06/18	<p><u>Virgin Media Installation</u> <u>Town Centre</u> At the TCIG, Cllr. Whiting expressed concern about</p>	<p>Highways <i>Gavin Barry</i></p>	<p>11/9 The company have infringed the Road and Street Works Act and have been fined by the Council.</p>

	the ongoing Virgin Media rollout in and around the town centre. The reinstatement of some footway and carriageway is of poor quality.		6/11 No Update.
13/07/18	<u>Faded Pedestrian Crossing Commercial Street</u> The zebra crossing on Commercial Street is badly faded and requires repainting to make the markings more visible to motorists.	Highways <i>Gavin Barry</i>	11/9 On a works list - unlikely before April 2019 6/11 Awaiting works date.
08/10/18	<u>Grit Bin Provision 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.	Highways <i>Gavin Barry</i>	6/11 Officers will check and replenish supplies in the next few weeks prior to the winter weather.
11/12/18	<u>Condition of Planters Town Centre</u> Risca Town Council has expressed concern over the condition of the planters in Risca town centre.	Parks <i>Mike Headington</i>	
12/12/18	<u>Pedestrian Crossing Concerns Tesco</u> Cllrs at the TCMG (11/12/18) raised concerns at the safety of the crossing within the curtilage of the Tesco store.	Regulatory Planning <i>Tim Stephens</i>	The land ownership maps were checked and this crossing is not on an adopted Highway.
12/12/18	<u>Footway Defects Commercial Street / Tredegar Street</u> Cllrs at the TCMG (11/12/18) requested that the footway be checked for defects following the recent Virgin Media works.	Highways <i>Gavin Barry</i>	
12/12/18	<u>Moving Virgin Apparatus Tredegar Street</u> Cllrs at the TCMG (11/12/18) asked if the apparatus recently installed at the site could be	Urban Renewal <i>Allan Dallimore</i>	

	relocated or moved to accommodate the Cuckoo statue if it were relocated there.		
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