

Public Document Pack

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

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



www.caerphilly.gov.uk
www.caerffili.gov.uk

For all enquiries relating to this agenda please contact Charlotte Evans
(Tel: 01443 864210 Email: evansca1@caerphilly.gov.uk)

Date: 9th October 2019

Dear Sir/Madam,

A meeting of the **Cabinet** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 16th October, 2019** at **10.30 am** 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 meeting and you may be escorted from the premises.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'CHARRY'.

Christina HARRY
INTERIM CHIEF EXECUTIVE

A G E N D A

- 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 the agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

A greener place Man gwyrddach



Pages

To approve and sign the following minutes: -

3 Cabinet held on 2nd October 2019. 1 - 6

To receive and consider the following reports on which executive decisions are required: -

4 Annual Improvement Report 2018/19. 7 - 44

5 Annual Performance Report 2018/19. 45 - 118

6 Approach to the Delivery of the Welsh Government Funded Free Swimming Initiative for Older Adults. 119 - 148

7 Hafod-yr-ynys Air Quality Project - Property Acquisition and Compensation Funding. 149 - 154

8 Land for Sale at Pontymister Industrial Estate. 155 - 168

Circulation:

Councillors C.J. Cuss, N. George, C.J. Gordon, Mrs B. A. Jones, P.A. Marsden, S. Morgan, L. Phipps and Mrs E. Stenner,

And Appropriate Officers.

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.

You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

For further information on how we process your information and your rights please view the Full Committee Meetings Privacy Notice on our website <http://www.caerphilly.gov.uk/Committee/Privacy> or contact Legal Services by email griffd2@caerphilly.gov.uk or telephone 01443 863028.

Agenda Item 3



CABINET

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY, 2ND OCTOBER 2019 AT 10.30 A.M.

PRESENT:

Councillor B. Jones - Chair

Councillors:

C. Cuss (Social Services and Well Being), N. George (Neighbourhood Services), C.J. Gordon (Corporate Services), P. Marsden (Education and Achievement), S. Morgan (Economy, Infrastructure and Sustainability), L. Phipps (Homes and Places) and E. Stenner (Environment and Public Protection).

Together with:

C. HARRY (Interim Chief Executive), D. Street (Corporate Director – Social Services and Housing), M. S. Williams (Interim Corporate Director - Communities), S. Harris (Interim Head of Business Improvement Services and Interim S. 151 Officer).

Also in Attendance:

A. Dallimore (Regeneration Services Manager), C. Edwards (Environmental Health Manager), R. Harris (Internal Audit Manager), R. Kyte (Head of Regeneration and Planning), D. Lucas (Team Leader, Strategic Planning), R. Tranter (head of Legal Services and Monitoring Officer) and C. Evans (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from R. Edmunds (Corporate Director for Education and Corporate Services).

2. DECLARATIONS OF INTEREST

Councillor S. Morgan declared a personal interest at the commencement of the meeting in relation to Agenda item 6 – ERDF Funding Opportunities – The Lawns Industrial Estate, Rhymney and Ty Du, Nelson. Details of which are recorded with the respective item.

3. CABINET – 18TH SEPTEMBER 2019

RESOLVED that the minutes of the meeting held on 18th September 2019 were approved as a correct record.

MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED

4. UPDATED CODE OF CORPORATE GOVERNANCE AND TERMS OF REFERENCE FOR THE CORPORATE GOVERNANCE REVIEW PANEL

The report, which was considered by Audit Committee on the 11th June 2019 sought approval of the updated Code of Governance and the Terms of Reference for the Review Panel that oversees the annual review of governance arrangements and drafts the Annual Governance Statement (AGS).

Cabinet noted that the major changes between the two CIPFA/SOLACE publications is that originally there were six fundamental principles of good governance and these have now become seven, and also there is recognition of the impact that the Well-being of Future Generations (Wales) Act 2015 has on future governance structures and processes.

It was noted that one of the key components of governance structure as identified within the local Code is the Corporate Governance Review Panel. The Panel plays a pivotal role in the annual governance assessment leading to the production of the Annual Governance Statement (AGS). Reference was made to Section 5 within Appendix 1 that explains that the Council has adopted a system of Directorate Assurance Statements which are compiled on an annual basis to coincide with the production of the AGS. These require Directors to review the operation of a wide range of governance systems and procedures within their service areas and indicate whether there are any significant non-compliance issues. The completed Directorate Assurance Statements are analysed to ascertain whether there are any common areas of concern, and if so, whether these constitute significant governance issues. Any significant non-compliance issues emerging will be included in the Annual Governance Statement itself.

The updated Terms of Reference have not changed fundamentally from the previous version, with only some updating of post titles and wording improvements being made.

In addition, following Audit Committee, Expressions of Interest were sought from the Committee for a representative to sit on the Corporate Governance Review Panel, from which a nomination was received for the Chair of the Audit Committee.

Cabinet thanked the Officers for the report and discussion ensued.

The Chief Executive wished it noted that the review is timely in that there have been a number of changes within the organisation since the last review, and as a result, Wales Audit Office have sought assurances that there are robust governance practises in place. Therefore the review would provide these assurances where required.

A Cabinet Member noted the Principles (Appendix 1 of the report) which run through the document and reiterated the importance that the principles are upheld.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report and subject to an additional recommendation (ii):

- i) the updated documents; the Code of Corporate Governance and the Terms for Reference for the Corporate Governance Review Panel be approved;
- ii) *the nomination of the Chair of Audit Committee to sit on the Panel be approved.*

5. AUTHORISATION OF OFFICERS IN PUBLIC PROTECTION – EU EXIT

The report informed Cabinet of changes to the legislation required as a result of the UK's exit from the European Union, to ensure a seamless transition of Public Protection functions after this event and obtain additional authorisation for Officers under the European Union (Withdrawal) Act. It was noted that the Monitoring Officer will amend the constitution to reflect this change.

Cabinet were asked to note that Officers within the Public Protection Division require additional authorisation under Acts of Parliament in order to enforce the legislation and carry out their duties.

Cabinet thanked the Officers for the report and discussion ensued.

Members discussed the report at length and sought further information on the activities of Officers in readiness for the EU exit. Officers explained that currently the Public Protection Division operate under EU legislation and standards, however post EU exit, legislation and assurances need to be in place in order for businesses to continue to trade and export outside of the UK. As a result, Health Certificates on food products such as bread and meat products would need to be issued in order to ensure compliance and it is anticipated that there would be an increase in demand on the service. Welsh Government have looked to provide additional funding for Welsh Local Authorities to assist with the increased demand, in particular in the fish industry, however, discussions have taken place and it is anticipated that the grant will be centralised to allow all Local Authorities to bid for funding.

Members were assured however that whilst there will be additional pressures on the Food Standards and Trading Standards teams, they are both willing and able to rise to the challenge and meet the demand.

Cabinet sought further information around the Health Certificates and whether they would provide the relevant guarantees for EU Standards and EU Markets. Officers explained that current premises are inspected under the EU Standards to enable exportation of food products; however, it is unclear whether this could change from premises certification to certification that food products are safe for human consumption.

A Member queried whether there are any anticipated financial implications to the changes. Officers explained that the Authority does not currently charge for the service, however consideration may be given to this, should demand increase. Members were assured however that there are sufficient staff to deal with the demand.

Cabinet thanked the Officer for the detailed report and excellent preparatory work of staff.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report:

- i) Officers within the Public Protection Division be authorised under the European Union (Withdrawal) Act 2018 in order to enforce the legislation and carry out their duties ensuring a seamless transition following EU exit, whenever the UK withdraws from the EU;
- ii) the Council's Constitution and terms of reference be amended by adding the European Union (Withdrawal) Act 2018 and removing the European Communities Act 1972. The Council's Monitoring Officer will make the

necessary amendments to the Council's Constitution following the UK's exit from the EU, whenever that may be.

6. ERDF 4.4 FUNDING OPPORTUNITIES – THE LAWNS INDUSTRIAL ESTATE, RHYMNEY AND TY DU, NELSON

Councillor S. Morgan declared an interest at the commencement of the meeting in relation to this item as he lives 100 metres from the site at Ty Du, Nelson. As the interest was personal only he was not required to leave the meeting when the report was presented and could take part in the debate and vote.

The report sought Cabinet agreement that further external funding be sought via the European Structural Funds Investment Programme, Priority 4 – Strategic Objective 4 and to identify and agree the requirement levels of match funding to allow the full implementation of the Phase 1 projects at both sites.

The report provided Cabinet with an update on opportunities that exist to bid for additional European funding to the Welsh European Funding Office (WEFO) for the phased provision of employment units at two sites in the county borough, namely, the Council owned Lawn Industrial Estate in Rhymney and Welsh Government (WG) owned land at Ty Du in Nelson.

It was noted that external grant funding under the European Regional Development Fund (ERDF) Priority 4, Strategic Objective 4 has previously been sought by the Council to deliver the first phase of employment units and associated infrastructure at both sites. In order to draw down this external funding the Council has previously confirmed, via Cabinet approval on the 28th February 2018, match funding of up to £1.07m towards both schemes.

Officers explained that an opportunity has recently arisen (August 2019) to attract further ERDF funding towards both schemes to help fully realise the employment aspirations within the upper and mid regions of the County Borough. Cabinet is therefore requested to confirm additional match funding of up to £402,234 to attract up to £1.386m of additional ERDF and circa £212k of WG Department of Economy and Infrastructure funding. The additional funds would further provide significant added value to both the Lawns and Ty Du operations, offering increased employment infrastructure and opportunities.

In addition, Cabinet were asked to note that that both developments would generate an income to the Council from future lettings. By increasing the developed floor space with this additional funding, the level of potential rental income will also increase.

Cabinet thanked the Officers for the report and discussed ensued.

Discussions took place around the scheme at Lawns Industrial Estate and concerns were raised that the current site experiences incidents anti-social behaviour. As a result, the Cabinet Member queried whether Gwent Police and the Community Safety Team have been consulted on the development and whether additional security could be made available. Officers explained that as part of the consultation process, Gwent Police have been consulted and in addition, CCTV has been introduced to the design, provided funds allow.

Members discussed the funding proposed and sought further information on responses on the bid and priorities should funding not be available. Officers explained that a formal response has not yet been received, however it was noted that should the entire external ERDF funding not be realised, prioritisation of projects would take place, in which case The Lawns will be prioritised as it is further ahead in its development programme than Ty Du. Furthermore it's costings are more robust/accurate as they are based on the successful build contractors quotations rather than being based on pre-tender cost plans as is the case with Ty Du..

Discussions took place around the returns on investment for the Authority. Officers explained that Lawns, at full capacity should see a return on investment within 30 years and Ty Du, whilst it is a shared venture with Welsh Government would see a return on investment in 14-20 years, however both Officers and Members were keen to note that a significant benefit to the projects was the significant stimulation of the economy.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers Report:

- i) the approach taken to pursue further ERDF funding towards both the Lawns and Ty Du Schemes for the development of further employment use and associated infrastructure at both sites be approved;
- ii) should further additional ERDF grant become available, it be agreed that the Authority progresses the schemes as set out in the report;
- iii) the Capital earmarked reserve for the £402,234 match funding be utilised to enable approximately £1.386m of additional ERDF to be secured for the development of new employment opportunities at both sites.

7. WELSH GOVERNMENT CONSULTATION ON THE DRAFT NATIONAL DEVELOPMENT FRAMEWORK

The report provided information for Members to consider the Council's response to the Welsh Government consultation on the Draft National Development Framework.

It was noted that on 7th August 2019, Welsh Government published the Draft National Development Framework (NDF) for Wales for consultation. The NDF is a new and highest tier of development plan in Wales. The NDF addresses issues and challenges at the national scale and provides the national policy framework for SDP's and LDP's which are prepared to provide the more local strategies.

Officers have identified a number of concerns, including: the strategy is conflicting and does not provide the necessary overarching policy framework; the omission of nationally important matters such as the M4; the contribution of offshore wind and tidal lagoon energy generation; the spatial strategy seeks to focus on urban centres that could lead to town cramming and reduction in quality of life; the requirement to designate a Green Belt that could compromise the ability of Cardiff, Newport, Cwmbran and Caerphilly to be the focus of national and regional growth; and the omission of Ystrad Mynach from the Caerphilly/Ystrad Mynach Strategic hub, as defined by The Valleys Task Force.

Officers explained that the report is a consultation document, which would normally be considered with the relevant Cabinet Member, however, due to the important and possible implications to the Borough, it was felt that a Cabinet report would be more appropriate. In addition, Cabinet noted that, if agreed, comments will be forwarded directly to Welsh Government before the deadline for responses of 1st November 2019.

Cabinet thanked the Officers for the report and discussion ensued.

The Chief Executive queried whether colleagues in other Local Authorities have identified similar concerns with the NDF. Officers explained that following discussions with colleagues there are similar themes and concerns emerging, however whilst local issues and interests differ, it is anticipated that similar representations will be made by colleagues in neighbouring Authorities.

Discussions took place around the Spatial Strategy and Officers explained that there have been concerns raised around the terminology. Whilst there are no issues with developments being introduced in settlements, the terminology could prove problematic and thus put pressure on open spaces.

A Cabinet Member thanked the Officer for including concerns around Affordable Housing, which is a significant issue for the Authority, within the document.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers Report:

- i) the comments set out in the 'Response to the Consultation on the Draft National Development Framework' be endorsed;
- ii) comments be forwarded to Welsh Government, as the formal comments of the Council, by the closing date of 1st November 2019.

8. EXEMPT MATTER

Members considered the public interest test certificate from the Proper Officer and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraph(s) 14 and 16 of Part 4 of Schedule 12A of the Local Government Act 1972.

9. PENTREBANE STREET, CAERPHILLY – POSSIBLE USE OF CPO POWES

The report sought Cabinet approval for the possible use of Compulsory Purchase Order Powers to facilitate redevelopment in Pentrebane Street, Caerphilly.

Following consideration and discussion it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's report, the recommendations at paragraph 3.1 (i), (ii), (iii) and (iv) be endorsed.

The meeting closed at 11.11am.

Approved and signed as a correct record subject to any corrections made at the meeting held on 16th October 2019.

CHAIR



CABINET – 16TH OCTOBER 2019

SUBJECT: ANNUAL IMPROVEMENT REPORT 2018/19.

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

-
- 1.1 The attached report is due to be considered by the Audit Scrutiny Committee on 15th October 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 16th October 2019.

Author: C. Evans, Committee Services Officer, Ext. 4210

Appendices:

Appendix Annual Improvement Report 2018/19 - Agenda Item 4



AUDIT COMMITTEE 15TH OCTOBER 2019

SUBJECT: ANNUAL IMPROVEMENT REPORT 2018/19

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The attached report (Appendix 1) issued at the end of July 2019 outlines the key messages from the Wales Audit Office (WAO) Annual Improvement Report (AIR). The AIR makes a judgement as to whether we have and whether we are likely to comply with our statutory duty in compliance with the Local Government (Wales) Measure 2009 to 'make arrangements to secure continuous improvement'.

2. SUMMARY

- 2.1 This AIR is two-fold. It summarises the work carried out by the WAO during the year 2018/19 and provides the regulators judgement as to whether we will comply with the Local Government (Wales) Measure 2009. For 2018/19 the WAO judgement was:

"The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform"

Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) during 2019-20"

3. RECOMMENDATIONS

- 3.1 It is recommended that Audit Committee comment on and approve the Annual Improvement Report (AIR) 2018/19 as set out in Appendix 1.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To allow Audit Committee to consider the Annual Improvement Report prior to its presentation at Cabinet.

5. THE REPORT

- 5.1 As noted in 2.1 the WAO judgement is that "The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform"

5.2 The report notes in paragraph 7 that “*During the course of the year, the Auditor General did not make any further formal recommendations. However, we have made a number of proposals for improvement and these are repeated in this report. We will monitor progress against them and relevant recommendations made in our national reports (AIR Appendix 3) as part of our improvement assessment work*”.

5.3 Page 6 onwards of the AIR gives a brief summary of the work reported on in 2018/19.

5.4 The AIR notes, at page 15, that the Council complied with its duty for Improvement Planning and Reporting, through our published Well-being Objectives, and our assessment of performance in the Annual Performance Report for the year 2017/18. No proposals for improvement were made. The WAO provided confirmation certificates that these duties were met and these were received by Audit Committee as information items on 24th July 2018 and 29th January 2019.

5.5 Individual reports received are reported to members throughout the year and the AIR is a summary of those individual outputs.

5.6 **Conclusion**

At the end of 2018/19 we can demonstrate that “***The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform***”

6. **ASSUMPTIONS**

6.1 There are no assumptions in this report.

7. **LINKS TO RELEVANT COUNCIL POLICIES**

7.1 Corporate Plan 2018-2023.

8. **WELL-BEING OF FUTURE GENERATIONS**

8.1 The Well-being of Future Generations (Wales) Act 2015 is about improving the social, economic, environmental and cultural well-being of Wales. Its aim is to make public bodies listed in the Act to think more about the long term, working better with communities and each other. It is about preventing problems and taking a joined-up approach.

The arrangements we have in place to comply with the Act are reported to a range of audiences and made available on the council’s website.

9. **EQUALITIES IMPLICATIONS**

9.1 An Equalities Impact Assessment screening has been conducted and it has been determined that an assessment is not needed as this report relates to a document published by the WAO.

10. **FINANCIAL IMPLICATIONS**

10.1 There are no financial implications to this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications arising from this report.

12. CONSULTATIONS

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

13. STATUTORY POWER

13.1 Local Government (Wales) Measure 2009. Well-being of Future Generations (Wales) Act 2015

Author: Ros Roberts, Corporate Performance Manager, roberr@caerphilly.gov.uk

Consultees: Richard (Ed) Edmunds – Corporate Director for Education and Corporate Services
Councillor Barbara Jones – Interim Leader & Cabinet Member for Performance
Steve Harris – Interim Head of Business Improvement Services
Kathryn Peters – Corporate Policy Manager
Deborah Gronow – Audit Group Manager

Appendices:
Appendix A - Annual Improvement Report 2018/19



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

Annual Improvement Report

Caerphilly County Borough Council

Issued: July 2019

Document reference: 1388A2019-20

This Annual Improvement Report has been prepared on behalf of the Auditor General for Wales by Gareth Jones and Non Jenkins under the direction of Huw Rees

Adrian Crompton
Auditor General for Wales
Wales Audit Office
24 Cathedral Road
Cardiff
CF11 9LJ

The Auditor General is independent of government, and is appointed by Her Majesty the Queen. The Auditor General undertakes his work using staff and other resources provided by the Wales Audit Office Board, which is a statutory board established for that purpose and to monitor and advise the Auditor General. The Wales Audit Office is held to account by the National Assembly.

The Auditor General audits local government bodies in Wales, including unitary authorities, police, probation, fire and rescue authorities, national parks and community councils. He also conducts local government value for money studies and assesses compliance with the requirements of the Local Government (Wales) Measure 2009.

Beyond local government, the Auditor General is the external auditor of the Welsh Government and its sponsored and related public bodies, the Assembly Commission and National Health Service bodies in Wales.

The Auditor General and staff of the Wales Audit Office aim to provide public-focused and proportionate reporting on the stewardship of public resources and in the process provide insight and promote improvement.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

This document is also available in Welsh.

Contents

Summary report

2018-19 performance audit work	4
The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform	4
Recommendations and proposals for improvement	4
Audit, regulatory and inspection work reported during 2018-19	6

Appendices

Appendix 1 – status of this report	16
Appendix 2 – Annual Audit Letter	17
Appendix 3 – national report recommendations 2018-19	19

Summary report

2018-19 performance audit work

- 1 To decide the range and nature of the work we would undertake during the year, we considered how much we already know from all previous audit and inspection work and from other sources of information including Caerphilly County Borough Council's (the Council) own mechanisms for review and evaluation. For 2018-19, we undertook improvement assessment work; an assurance and risk assessment project and work in relation to the Well-being of Future Generations Act at all councils. At some councils, we supplemented this work with local risk-based audits, identified in the Audit Plan for 2018-19.
- 2 The work carried out since the last Annual Improvement Report (AIR), including that of the relevant regulators, is set out in [Exhibit 2](#).

The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform

- 3 Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) during 2019-20.
- 4 As stated in our 2015-16, 2016-17 and 2017-18 Annual Improvement Reports, internal investigations are continuing in relation to the issues concerning some senior officers. Consequently, there are still a number of interim or acting posts at senior management level and a degree of uncertainty remains at the Council until the internal investigations are concluded.
- 5 The Council is now at a crucial pivotal point in its ambition to transform, and it has significant opportunities to quickly grasp through its transformation programme, Team Caerphilly, to ground its ambitions and turn them into action and improved outcomes for its citizens by 2022.

Recommendations and proposals for improvement

- 6 Given the wide range of services provided by the Council and the challenges it is facing, it would be unusual if we did not find things that can be improved. The Auditor General is able to:
 - make proposals for improvement – if proposals are made to the Council, we would expect it to do something about them and we will follow up what happens;

- make formal recommendations for improvement – if a formal recommendation is made, the Council must prepare a response to that recommendation within 30 working days;
- conduct a special inspection, publish a report and make recommendations; and
- recommend to ministers of the Welsh Government that they intervene in some way.

7 During the course of the year, the Auditor General did not make any formal recommendations. However, we have made a number of proposals for improvement and these are repeated in this report. We will monitor progress against them and relevant recommendations made in our national reports ([Appendix 3](#)) as part of our improvement assessment work.

Audit, regulatory and inspection work reported during 2018-19

Exhibit 1: audit, regulatory and inspection work reported during 2018-19

Issue date	Brief description	Conclusions	Proposals for improvement
April 2019	<p>Assurance and Risk Assessment Project to identify the level of audit assurance and/or where further audit work may be required in future years in relation to risks to the Council:</p> <ul style="list-style-type: none"> • putting in place proper arrangements to secure value for money in the use of resources; • putting in place arrangements to secure continuous improvement; and • acting in accordance with the sustainable development principle in setting wellbeing objectives and taking steps to meet them. 	<p>Arising from this project we identified the following topics for inclusion in our audit plan at the Council for 2019-20:</p> <ul style="list-style-type: none"> • a review of the Council's transformation programme. This project will review the effectiveness and impact of the Council's transformation programme in driving sustainable and efficient improvement. We will discuss the focus and approach to this project with the Council. • a review of the Council's financial sustainability. A project common to all local councils that will assess financial sustainability in light of current and anticipated future challenges. . 	Not applicable

Issue date	Brief description	Conclusions	Proposals for improvement
March 2019	<p>Well-being of Future Generations Act (Wales) 2015 (WFG Act) examination</p> <p>Examination of the extent to which the Council has acted in accordance with the sustainable development principle when taking the step of continuing the delivery of the Flying Start programme to help improve access, take up and attendance to meet the following wellbeing objective:</p> <ul style="list-style-type: none"> Improved education opportunities for all. <p><u>Copy of the Auditor General's report</u></p>	<p>In taking this step and acting in accordance with the Flying Start Programme, the Council has a number of positive examples of how it has taken account of the sustainable development principle, particularly in collaboration and prevention. However, the Council recognises that there is more to do to consistently embed all five ways of working and could strengthen its involvement to secure increased take up and attendance and ensure that it is working in a fully integrated way:</p> <ul style="list-style-type: none"> the Council can identify longer-term benefits for individual families who engage with the Flying Start Programme, but the Council could consider ways to track and evidence longer-term impacts for all families eligible for the programme; prevention is an inherent part of the Flying Start Programme, and the Council has tailored its approach to the local population, but it should consider different ways to maximise the preventative benefits the programme could bring; the Council demonstrates a good understanding of integration and is making progress towards a more integrated approach to delivering its Flying Start Programme; collaboration is an inherent part of the Flying Start programme and the Flying Start team are collaborating well internally and externally; and the Flying Start team has a well-developed approach to using views of parents to inform the design of services and has established a positive working relationship with the local Parent Network. 	<p>We did not make any proposals for improvement in the Well-being of Future Generations Act (Wales) 2015 (WFG Act) examinations report but did highlight some areas of development which the Council plans to act on.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
September 2018	<p>Annual Audit Letter 2017-18 Letter summarising the key messages arising from the Auditor General's statutory responsibilities under the Public Audit (Wales) Act 2004 and his reporting responsibilities under the Code of Audit Practice. The Annual Audit Letter is in Appendix 2 of this report.</p>	<ul style="list-style-type: none"> • The Council complied with its responsibilities relating to financial reporting and use of resources. • We are satisfied that the Council has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources. • Our work to date on certification of grant claims and returns has not identified significant issues that would impact on the 2017-18 accounts or key financial systems. 	None

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
December 2018	<p>Thematic Review – Service User Perspective</p> <p>Review to gain assurance and insight into the extent to which services respond to the needs and expectations of service users both in their design and delivery and take their views and aspirations into account. This review focussed on the Council's housing tenants and leaseholders.</p> <p><u>Copy of the Auditor General's report</u></p>	<p>Tenants and leaseholders have positive views about many aspects of the Council's Welsh Housing Quality Standard (WHQS) programme including the quality, but are less satisfied with external works, the timeliness of work, and the extent to which the Council involves them and provides information on the works:</p> <ul style="list-style-type: none"> • the Council provides tenants and leaseholders with information about the WHQS programme, but it could better explain why the works are needed; • the Council could do more to ensure that the works are consistently completed on time across all areas; • those who have had improvement works are satisfied with the quality of internal works, but are less satisfied with external works; • tenants and leaseholders are involved with the works, but the Council inconsistently applies tenants' choice about electrical wiring; and • 85% of the tenants and leaseholders can quickly and easily contact the Council. 	<p>P1 To ensure that the WHQS programme meets the needs of all tenants and leaseholders the Council should;</p> <ul style="list-style-type: none"> • strengthen its communication approaches with all tenants and leaseholders, taking account of the experiences of different groups of residents; • monitor and report compliance with the Charter for Trust to address any identified issues; and • analyse complaints about the WHQS programme systematically to address the root causes and share learning to improve tenants' and leaseholders' experience of the programme.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
January 2019	<p>WHQS follow-up review Review to determine whether the Council is addressing our 2017 statutory recommendations and has appropriate systems in place to meet the WHQS by 2020.</p> <p><u>Copy of the Auditor General's report</u></p>	<p>The Council has responded positively to our June 2017 WHQS report and statutory recommendations by making significant improvements and as a result we now conclude that it is likely to meet the WHQS by December 2020:</p> <ul style="list-style-type: none"> the Council has made significant progress in identifying the investment and resources it needs to complete its WHQS programme by the end of 2020; the Council has taken steps to determine the value for money of its procurement arrangements; there have been improvements to its WHQS performance reports, however, there is still inconsistent and inaccurate reporting of performance; the Council now has measurable performance targets to effectively monitor the remainder of its WHQS programme; the Council has strengthened its arrangements to meet its statutory landlord responsibilities; and the Council has invested additional resources to enhance its WHQS programme management but still lacks a current Local Housing strategy and does not always produce comprehensive Equality Impact Assessments for key housing policy documents. 	<p>P1 The Council should ensure that members and tenants receive accurate WHQS performance information regularly about its progress towards achieving its 2020 programme deadline.</p> <p>P2 The Council should agree a Local Housing Strategy to set out its long-term vision for the future priorities for homes in Caerphilly.</p> <p>P3 The Council should ensure that Equality Impact Assessments are undertaken consistently.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
March 2019	<p>Aligning Levers for Change: Business Improvement Portfolio Board</p> <p>Review providing real time constructive feedback and challenge to the Business Improvement Programme Board to help members of the Board have effective oversight of its major programmes and the strategic and co-ordinated approach to its services. Review on how effectively the Board and Programme deliver the overall vision and objectives.</p>	<p>The Council has recognised that a fresh approach to transformation is needed and Caerphilly 2022 (C2022) is therefore an opportunity not to be missed.</p> <p>The Council initiated its thinking around the C2022 programme in late 2018/early 2019 but it represents a critical opportunity for the Council to secure long-term transformation.</p> <p>The Council's initial thinking around C2022 indicates an increasing ambition for the Council's transformation agenda.</p> <p>There is an increasing realisation by the Council that its transformation agenda needs to be more ambitious and needs to align with the achievement of significant financial savings.</p>	<p>P1 Articulate the purpose, scope, vision and expected outcomes from C2022 and set out how the programme will:</p> <ul style="list-style-type: none"> • support/enable the delivery of its corporate plan and wellbeing objectives; • help it to sustainably deliver the savings required under the medium-term financial plan; and • sustainably secure improvement, value for money and a return on investment to achieve improved outcomes for citizens in an economical, efficient and effective way. <p>P2 Communicate its agreed vision to staff, partners, residents and other stakeholder groups as required to secure engagement and ownership.</p> <p>P3 Bring forward and prioritise specific and ambitious proposals for corporate and service transformation within the C22 programme.</p> <p>P4 Put in place robust governance and oversight arrangements for C2022. These should include as a minimum:</p> <ul style="list-style-type: none"> • a clear and proportionate approach to programme management. This should set out how proposals will be tested through development of robust business cases, and how savings proposals will be developed, managed and scrutinised in this context. • a delivery timeline that reflects key decision points in the Council's strategic planning and budgeting cycles. • appropriate arrangements for oversight, scrutiny, assurance and accountability. This should include opportunities for senior officers and members to meaningfully engage with and challenge the development and delivery of transformation proposals.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
			<p>P5 Ensure that it has both the capability and capacity to deliver the programme. This should include:</p> <ul style="list-style-type: none"> • identifying and addressing skill gaps in relation to the proposed transformation initiatives; • ensuring the right balance between corporate control and ownership/accountability amongst service leads; • putting in place a corporate resource to oversee and enable programme delivery; • ensuring that corporate services including; finance, HR, procurement, ICT and intelligence are actively supporting, enabling and challenging programme delivery and performance outcomes. • continuing to draw on critical challenge, external expertise and best practice from Wales and the UK (and beyond). <p>P6 Identify the measures of success and key milestones that will demonstrate to all stakeholders (public, staff, businesses, regulators) that it is on track to deliver the agreed financial, service and place-based outcomes.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
June 2019	<p>Corporate Safeguarding Arrangements</p> <p>Review of the effectiveness of corporate safeguarding arrangements building on the study previously undertaken by the Auditor General in this area.</p> <p><u>Copy of the Auditor General's report</u></p>	<p>Although the Council has made some progress in addressing our previous recommendations, the Council needs to further strengthen its corporate safeguarding oversight and assurance arrangements</p>	<p>The review found that the Council had not fully addressed the following previous national recommendations and the Council should address these in full:</p> <p>R3 Strengthen safe recruitment of staff and volunteers by:</p> <ul style="list-style-type: none"> • ensuring that Disclosure and Barring Service (DBS) checks and compliance with safe recruitment policies cover all services that come into contact with children; • creating an integrated corporate compliance system to record and monitor compliance levels on DBS checks; and • requiring safe recruitment practices amongst partners in the third sector and for volunteers who provide services commissioned and/or used by the Council which are underpinned by a contract or service level agreement. <p>R4 Ensure all relevant staff, members and partners understand their safeguarding responsibilities by:</p> <ul style="list-style-type: none"> • ensuring safeguarding training is mandated and coverage extended to all relevant Council service areas, and is included as standard on induction programmes; • creating a corporate-wide system to identify, track and monitor compliance on attending safeguarding training in all Council departments, elected members, schools, governors and volunteers; and • requiring relevant staff in partner organisations who are commissioned to work for the Council in delivering services to children and young people to undertake safeguarding training.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
			<p>R6 Improve accountability for corporate safeguarding by regularly reporting safeguarding issues and assurances to scrutiny committee(s) against a balanced and Council-wide set of performance information covering:</p> <ul style="list-style-type: none"> • benchmarking and comparisons with others; • conclusions of internal and external audit/inspection reviews; • service-based performance data; • key personnel data such as safeguarding training, and DBS recruitment checks; and • the performance of contractors and commissioned services on compliance with Council safeguarding responsibilities. <p>R7 Establish a rolling programme of internal audit reviews to undertake systems testing and compliance reviews on the Council's safeguarding practices.</p> <p>R8 Ensure the risks associated with safeguarding are considered at both a corporate and service level in developing and agreeing risk management plans across the Council.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
Improvement planning and reporting			
May 2018	Wales Audit Office annual improvement plan audit Review of the Council's published plans for delivering on improvement objectives.	The Council has complied with its statutory improvement planning duties.	None
November 2018	Wales Audit Office annual assessment of performance audit Review of the Council's published performance assessment.	The Council has complied with its statutory improvement reporting duties.	None
Reviews by inspection and regulation bodies			
No reviews by inspection and regulation bodies have taken place during the time period covered in this report.			

Appendix 1

Status of this report

The Local Government (Wales) Measure 2009 (the Measure) requires the Auditor General to undertake a forward-looking annual improvement assessment, and to publish an annual improvement report, for each improvement authority in Wales. Improvement authorities (defined as local councils, national parks, and fire and rescue authorities) have a general duty to 'make arrangements to secure continuous improvement in the exercise of [their] functions'.

The annual improvement assessment considers the likelihood that an authority will comply with its duty to make arrangements to secure continuous improvement. The assessment is also the main piece of work that enables the Auditor General to fulfil his duties. Staff of the Wales Audit Office, on behalf of the Auditor General, produce the annual improvement report. The report discharges the Auditor General's duties under section 24 of the Measure, by summarising his audit and assessment work in a published annual improvement report for each authority. The report also discharges his duties under section 19 to issue a report certifying that he has carried out an improvement assessment under section 18 and stating whether (as a result of his improvement plan audit under section 17) he believes that the authority has discharged its improvement planning duties under section 15.

The Auditor General may also, in some circumstances, carry out special inspections (under section 21), which will be reported to the authority and Ministers, and which he may publish (under section 22). An important ancillary activity for the Auditor General is the co-ordination of assessment and regulatory work (required by section 23), which takes into consideration the overall programme of work of all relevant regulators at an improvement authority. The Auditor General may also take account of information shared by relevant regulators (under section 33) in his assessments.

Appendix 2

Annual Audit Letter

Reference CCBC/AAL/1718

Date 3 September 2018

Councillor D Poole
Leader
Caerphilly County Borough Council
Penallta House
Tredomen Park
Ystrad Mynach
CF82 7PG

Cc: Ms Christina Harrhy

Dear Councillor Poole

Annual Audit Letter – Caerphilly County Borough Council 2017-18

This letter summarises the key messages arising from our statutory responsibilities under the Public Audit (Wales) Act 2004 and our reporting responsibilities under the Code of Audit Practice.

The Council complied with its responsibilities relating to financial reporting and use of resources

It is the Council's responsibility to:

- put systems of internal control in place to ensure the regularity and lawfulness of transactions and to ensure that its assets are secure;
- maintain proper accounting records;
- prepare a Statement of Accounts in accordance with relevant requirements; and
- establish and keep under review appropriate arrangements to secure economy, efficiency and effectiveness in its use of resources.

The Public Audit (Wales) Act 2004 requires us to:

- provide an audit opinion on the accounting statements;
- review the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources; and
- issue a certificate confirming that we have completed the audit of the accounts.

Local authorities in Wales prepare their accounting statements in accordance with the requirements of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom. This Code is based on International Financial Reporting Standards.

On 2 August 2018 we issued an unqualified audit opinion on the accounting statements confirming that they present a true and fair view of the Council's financial position and transactions. Our report is contained within the Statement of Accounts. The key matters arising from the accounts audit were reported to members of the Audit Committee in our Audit of Financial Statements report on the 24 July 2018.

- the Council continues to demonstrate effective arrangements in the preparation of its financial statements, enabling the Council to approve the audited financial statements on 31 July 2018, significantly ahead of the statutory deadline of 30 September. The Council has continued to provide good quality draft financial statements and accompanying working papers for audit. These were available for us to commence our audit fieldwork in line with the agreed timetable.
- there were a number of misstatements that were corrected by management. All disclosure corrections were processed with no effect on the Council's reported outturn position.
- we identified a number of recommendations relating to Internal Audit, the Annual Governance Statement, journal controls and depreciation. A number of these issues have been reported in prior years.

We are satisfied that the Council has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources

Our consideration of the Council's arrangements to secure economy, efficiency and effectiveness has been based on the audit work undertaken on the accounts as well as placing reliance on the work completed under the Local Government (Wales) Measure 2009. The Auditor General will highlight areas where the effectiveness of these arrangements has yet to be demonstrated or where improvements could be made when he publishes his Annual Improvement Report.

We issued a certificate confirming that the audit of the accounts was completed on 2 August 2018.

Our work to date on certification of grant claims and returns has not identified significant issues that would impact on the 2017-18 accounts or key financial systems.

A more detailed report on our grant certification work will follow in January 2019 once this year's programme of certification work is complete.

The financial audit fee for 2017-18 is currently expected to be in line with the agreed fee set out in the Annual Audit Plan.

Yours sincerely

Grant Thornton UK LLP

**Grant Thornton UK LLP
For and on behalf of the Auditor General for Wales**

Appendix 3

National report recommendations 2018-19

Exhibit 3: national report recommendations 2018-19

Date of report	Title of review	Recommendation
October 2018	<u>Procuring Residual and Food Waste Treatment Capacity</u>	<p>R1 The projections for the three residual waste projects in the Programme assume that, across the 14 councils involved, the overall amount of residual waste will increase through the lifetime of the contracts. If these projections are accurate then something significant would have to occur beyond 2040 to reach zero waste across these council areas by 2050. If the projections are not accurate then there is the risk that councils will pay for capacity they do not need. We recommend that the Welsh Government:</p> <ul style="list-style-type: none"> • in reviewing the Towards Zero Waste strategy, considers how its ambition of there being no residual waste by 2050 aligns with current projections for residual waste treatment; and • works with councils to consider the impact of changes in projections on the likely cost of residual waste projects and any mitigating action needed to manage these costs.

Date of report	Title of review	Recommendation
		<p>R2 The Welsh Government's programme support to date has mainly focused on project development and procurement. Now that most of the projects are operational, the focus has shifted to contract management. We recommend that the Welsh Government continue its oversight of projects during the operational phase by:</p> <ul style="list-style-type: none"> • building on its existing model of providing experienced individuals to assist with project development and procurement and making sure input is available to assist with contract management if required; • setting out its expectations of councils regarding contract management; • ensuring partnerships revisit their waste projections and associated risks periodically, for example to reflect updated population projections or economic forecasts; and • obtaining from partnerships basic management information on gate fees paid, amount of waste sent to facilities and quality of contractor service.

Date of report	Title of review	Recommendation
November 2018	<u>Local Government Services to Rural Communities</u>	<p>R1 Socio economic change, poor infrastructure and shifts in provision of key services and facilities have resulted in the residualisation of communities in rural Wales. We recommend that Welsh Government support public bodies to deliver a more integrated approach to service delivery in rural areas by:</p> <ul style="list-style-type: none"> • refreshing rural grant programmes to create sustainable financial structures, with multi-year allocations; and • helping people and businesses make the most of digital connectivity through targeted and more effective business and adult education support programmes. <p>R2 The role of Public Service Boards is evolving but there are opportunities to articulate a clearer and more ambitious shared vision for rural Wales (see paragraphs 2.2 to 2.9 and 2.28 to 2.31). We recommend that PSB public service partners respond more effectively to the challenges faced by rural communities by:</p> <ul style="list-style-type: none"> • assessing the strengths and weaknesses of their different rural communities using the Welsh Government’s Rural Proofing Tool and identify and agree the local and strategic actions needed to support community sustainability; and • ensuring the Local Well-Being Plan sets out a more optimistic and ambitious vision for ‘place’ with joint priorities co-produced by partners and with citizens to address agreed challenges.

Date of report	Title of review	Recommendation
		<p>R3 To help sustain rural communities, public services need to think differently in the future (see paragraphs 3.1 to 3.12). We recommend councils provide a more effective response to the challenges faced by rural communities by:</p> <ul style="list-style-type: none">• ensuring service commissioners have cost data and qualitative information on the full range of service options available; and• using citizens' views on the availability, affordability, accessibility, adequacy and acceptability of council services to shape the delivery and integration of services.

Date of report	Title of review	Recommendation
		<p>R4 To help sustain rural communities, public services need to act differently in the future (see paragraphs 3.1 to 3.12). We recommend councils do more to develop community resilience and self-help by:</p> <ul style="list-style-type: none"> • working with relevant bodies such as the Wales Co-operative Centre to support social enterprise and more collaborative business models; • providing tailored community outreach for those who face multiple barriers to accessing public services and work; • enhancing and recognising the role of town and community councils by capitalising on their local knowledge and supporting them to do more; • encouraging a more integrated approach to service delivery in rural areas by establishing pan-public service community hubs, networks of expertise, and clusters of advice and prevention services; • enabling local action by supporting community asset transfer identifying which assets are suitable to transfer, and having the right systems in place to make things happen; and • improving community-based leadership by developing networks of interest, training and coaching, and encouraging volunteering.

Date of report	Title of review	Recommendation
November 2018	<u>Waste Management in Wales: Municipal Recycling</u>	<p>R1 Benchmarking work has found that the cost of certain waste management services shows surprising variation (paragraphs 1.31-1.39). The Welsh Government should work with councils to understand better the basis of the variation in spending on waste management services that are fundamentally the same and ensure that waste management costs are accounted for in a consistent way.</p> <p>R2 The Welsh Government believes that, if applied optimally, its Collections Blueprint offers the most cost-effective overall means of collecting recyclable resources but is planning further analysis (paragraphs 1.40-1.51). When undertaking its further analysis to understand better the reasons for differences in councils' reported costs, and the impact on costs where councils have adopted the Collections Blueprint, we recommend that the Welsh Government:</p> <ul style="list-style-type: none"> • explores how the cost of collecting dry recyclables may affect the overall cost of providing kerbside waste management services to households; and • compares the actual costs with the costs modelled previously as part of the Welsh Government-commissioned review of the Collections Blueprint for councils that now operate the Collections Blueprint.

Date of report	Title of review	Recommendation
		<p>R3 The Welsh Government has undertaken to consider alternatives to the current weight-based recycling targets which can better demonstrate the delivery of its ecological footprint and carbon reduction goals (paragraphs 2.38-2.45). We recommend that the Welsh Government replace or complement the current target to recycle, compost and reuse wastes with performance measures to refocus recycling on the waste resources that have the largest impact on carbon reduction, and/or are scarce. We recognise that the Welsh Government may need to consider the affordability of data collection for any alternative means of measurement.</p> <p>R4 In refreshing Towards Zero Waste, the Welsh Government needs to show that wider sustainability benefits sought through municipal recycling offer value and cannot be more readily attained in other ways and at lower cost including, but not necessarily limited to, other waste management interventions (paragraphs 2.52-2.53). The Welsh Government should demonstrate in the revised waste strategy that not only is it possible to recycle a greater proportion of municipal waste, but how doing so maximises its contribution to achieving its sustainable development objectives.</p>

Date of report	Title of review	Recommendation
November 2018	<u>Provision of Local Government Services to Rural Communities: Community Asset Transfer</u>	<p>R1 Local authorities need to do more to make CATs (Community Asset Transfers) simpler and more appealing, help build the capacity of community and town councils, give them more guidance in raising finance, and look to support other community development models such as social enterprises that support social value and citizen involvement. In addition, we recommend that local authorities monitor and publish CAT numbers and measure the social impact of CATs.</p> <p>R2 Local authorities have significant scope to provide better and more visible help and support before, during, and after the community asset transfer process. We conclude that there is considerable scope to improve the business planning, preparation, and aftercare for community asset transfer. We recommend that local authorities:</p> <ul style="list-style-type: none"> • identify community assets transfer's role in establishing community hubs, networks of expertise and clusters of advice and prevention services; • work with town and community councils to develop their ability to take on more CATs; • identify which assets are suitable to transfer, and clarify what the authority needs to do to enable their transfer; • ensure their CAT policy adequately covers aftercare, long term support, post transfer support, signposting access to finance, and sharing the learning about what works well; and • support community-based leadership by developing networks of interest, training and coaching, and encouraging volunteering.

Date of report	Title of review	Recommendation
December 2018	<u>The maturity of local government in use of data</u>	<p>R1 Part 1 of the report highlights the importance of creating a strong data culture and clear leadership to make better use of data. We recommend that local authorities:</p> <ul style="list-style-type: none"> • have a clear vision that treats data as a key resource; • establish corporate data standards and coding that all services use for their core data; • undertake an audit to determine what data is held by services and identify any duplicated records and information requests; and • create a central integrated customer account as a gateway to services. <p>R2 Part 2 of the report notes that whilst it is important that authorities comply with relevant data protection legislation, they also need to share data with partners to ensure citizens receive efficient and effective services. Whilst these two things are not mutually exclusive, uncertainty on data protection responsibilities is resulting in some officers not sharing data, even where there is agreement to provide partners with information. We recommend that authorities:</p> <ul style="list-style-type: none"> • provide refresher training to service managers to ensure they know when and what data they can and cannot share; and • review and update data sharing protocols to ensure they support services to deliver their data sharing responsibilities.

Date of report	Title of review	Recommendation
		<p>R3 In Part 3 of our report, we conclude that adequate resources and sufficient capacity are ongoing challenges. However, without upskilling staff to make better use of data, authorities are missing opportunities to improve their efficiency and effectiveness. We recommend that authorities:</p> <ul style="list-style-type: none"> • identify staff who have a role in analysing and managing data to remove duplication and free up resources to build and develop capacity in data usage; and • invest and support the development of staff data analytical, mining and segmentation skills. <p>R4 Part 4 of our report highlights that authorities have more to do to create a data-driven decision-making culture and to unlock the potential of the data they hold. We recommend that local authorities:</p> <ul style="list-style-type: none"> • set data reporting standards to ensure minimum data standards underpin decision making; and • make more open data available.

Date of report	Title of review	Recommendation
March 2019	<u>Waste Management in Wales - Preventing waste</u>	<p>R1 Increasing the focus on waste prevention to reflect the overall aims of Towards Zero Waste</p> <p>Available data on the amount of waste produced suggests mixed progress to deliver the Welsh Government's waste prevention targets. We recommend that the Welsh Government:</p> <ul style="list-style-type: none"> a) revisits the relative priority it gives to recycling and waste prevention as part of its review of Towards Zero Waste; b) sets out clearly the expectations on different organisations and sectors for waste prevention; and c) revisits its overall waste prevention targets and the approach it has taken to monitor them in light of progress to date, examples from other countries and in the context of current projections about waste arising through to 2050. <p>R2 Improving data on commercial, industrial, construction and demolition waste</p> <p>The Welsh Government is a partner in initial work to assess the feasibility of developing a new digital solution to track all waste. If this preferred option does not succeed, we recommend that the Welsh Government works with Natural Resources Wales to explore the costs and benefits of other options to improve non-municipal waste data in Wales, including additional powers to require waste data from businesses.</p>

Date of report	Title of review	Recommendation
		<p>R3 Enhancing producer responsibility and using more legal, financial and fiscal levers</p> <p>The Welsh Government has opportunities to influence waste prevention through legislation and financial incentives. It can also influence changes at the UK level where fiscal matters are not devolved. We recommend that the Welsh Government consider whether provisions to extend producer responsibility and the use of financial powers such as grant conditions, fiscal measures and customer charges and incentives, are needed to promote and to prioritise waste prevention.</p>
June 2019	<p><u>The Effectiveness of Local Planning Authorities in Wales</u></p>	<p>R1 Part 1 of the report sets out the complexities of the planning system showing how challenging it is for local planning authorities to effectively engage with and involve stakeholders in choices and decisions. To improve involvement with stakeholders and ownership of decisions we recommend that:</p> <ul style="list-style-type: none"> • local planning authorities: <ul style="list-style-type: none"> – test current engagement and involvement practices and consider the full range of other options available to ensure involvement activities are fit for purpose; – use ‘Place Plans’ as a vehicle to engage and involve communities and citizens in planning choices and decision making; and – improve transparency and accountability by holding planning meetings at appropriate times, rotating meetings to take place in areas which are subject to proposed development, webcasting meetings and providing opportunities for stakeholders to address committee meetings. • the Welsh Government: <ul style="list-style-type: none"> – review the Development Management Procedure Order 2012 and update the engagement and involvement standards for local planning authorities.

Date of report	Title of review	Recommendation
		<p>R2 Part 2 of the report highlights that local planning authorities have been subject to significant reductions in funding and struggle to deliver their statutory responsibilities. To improve resilience, we recommend that local planning authorities:</p> <ul style="list-style-type: none"> • review their building control fee regimes to ensure the levels set better reflect the actual cost of providing these services and make the service self-funding; and • improve capacity by working regionally to: <ul style="list-style-type: none"> – integrate services to address specialism gaps; – develop joint supplementary planning guidance; and – develop future local development plans regionally and in partnership with other local planning authorities. <p>R3 Part 2 of the report highlights that the cost of development control services is not reflected in the charges set for these services and progress in developing regional responses to strengthen resilience has been slow. We recommend that the Welsh Government:</p> <ul style="list-style-type: none"> • review development control fees to ensure the levels set, better reflect the actual cost of providing these services; and • consider how to use the powers in the Planning (Wales) Act to support and improve local planning authority capacity and resilience.

Date of report	Title of review	Recommendation
		<p>R4 Part 3 of the report summarises the effectiveness and impact of local planning authorities' decision making and how well they are performing against national measures. We recommend that local planning authorities improve the effectiveness of planning committees by:</p> <ul style="list-style-type: none"> • reviewing their scheme of delegation to ensure planning committees are focussed on the most important strategic issues relevant to their authority; • revising reporting templates to ensure they are clear and unambiguous to help guide decision making and reduce the level of officer recommendations overturned; and • enforcing the local planning authorities' standards of conduct for meetings. <p>R5 Part 4 of the report identifies the central role of planning to deliver the ambitions of the Well-being of Future Generations Act. We recommend that local planning authorities:</p> <ul style="list-style-type: none"> • set a clear ambitious vision that shows how planning contributes to improving wellbeing; • provide planning committee members with regular and appropriate wellbeing training and support to help deliver their wider responsibilities; • set appropriate measures for their administration of the planning system and the impact of their planning decisions on wellbeing; and • annually publish these performance measures to judge planning authorities' impact on wellbeing.

Wales Audit Office
24 Cathedral Road
Cardiff CF11 9LJ

Tel: 029 2032 0500

Fax: 029 2032 0600

Textphone: 029 2032 0660

E-mail: info@audit.wales

Website: www.audit.wales

Swyddfa Archwilio Cymru
24 Heol y Gadeirlan
Caerdydd CF11 9LJ

Ffôn: 029 2032 0500

Ffacs: 029 2032 0600

Ffôn testun: 029 2032 0660

E-bost: post@archwilio.cymru

Gwefan: www.archwilio.cymru



CABINET – 16TH OCTOBER 2019

SUBJECT: ANNUAL PERFORMANCE REPORT 2018/19

REPORT BY: CORPORATE DIRECTOR OF EDUCATION & CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present to Cabinet the Authority's annual self-assessment of its performance, the Annual Performance Report for 2018/19, and to seek the views and approval of Cabinet prior to its presentation to Council on 23rd October and subsequent publication on the internet by 31st October 2019.

2. SUMMARY

- 2.1 The Annual Performance Report is a statutory requirement under the Local Government (Wales) Measure 2009, it forms an important part of the Council's performance framework. The Council is required to assess its own performance and provide the public with a balanced picture of that performance.
- 2.2 The Council must also report progress on the six Well-being Objectives it set for itself within the Corporate Plan 2018-2023. The annual report represents the first year's progress on the five-year plan.
- 2.3 The Wales Audit Office is required to check whether an authority has complied with the statutory duty and to issue a 'certificate of compliance' in response. The Annual Performance Report demonstrates to the Wales Audit Office how we have met our duty.

3. RECOMMENDATIONS

- 3.1 It is recommended that Cabinet comment on and approve the Annual Performance Report 2018/19 as set out in Appendix 1.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 The Council is under a statutory duty to publish its Annual Performance Report by the 31st October each year.

5. THE REPORT

5.1 Cabinet endorsed the Council's Corporate Plan (2018-2023) in April 2018, the Plan was reviewed a year later in June 2019 to ensure its continued relevance. There are six long term Well-being Objectives within the Plan that Cabinet have set for the life of the administration.

5.2 Each of the six Well-being Objectives has a series of outcomes which set out what the Council hopes to achieve on behalf of citizens. This Annual Performance Report is the first year report against those six objectives within the five-year Corporate Plan.

5.3 **Well-being Objective 1 – Improve education opportunities for all**

We have made good progress towards meeting this objective with a number of actions being completed. There are other areas where substantial preparatory work has been undertaken involving key stakeholders to ensure collaborative models are developed. It is still early days and much of our evidence is qualitative so we need to do more work to evidence impact on quality of life beyond exam results and specific indicators.

5.4 **Well-being Objective 2 – Enabling employment**

Despite the difficult economic conditions we have been able to make good progress on this objective. Much of the delivery for employment support is funded by Welsh Government or the EU. The current grants have either been at a standstill or have faced a reduction for the last few years. This is increasing the pressure on budgets as many are staff related costs and these have been increasing due to incremental pay rises, all of which has to be met by a standstill or reduced grant.

Although the objective is over 4-5 years, the benefits for upskilling and enabling people into sustainable and well-paid jobs has a clear link to improving quality of life and lifting people out of poverty. There are some very positive results to report on this year.

5.5 **Well-being 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**

At the end of the first year of this five-year objective, we think we have made partial progress against our outcomes. We know from monitoring services that we continue to make a positive impact on the people who access housing related services.

To achieve our outcomes, we continue to work proactively with local housing associations and other third sector partners to deliver services that make a real difference to people's lives.

5.6 **Well-being Objective 4 – Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimizes the adverse impacts on the Environment**

Evidence to date shows that during 2018/19, generally good progress has been made against several of the key outcomes. However, these are longer term programmes that will not show any radical or immediate changes within our communities at this early stage of planned works. This means that we may not

have seen many significant changes to date as the development of strategies and proposals have been the priority during these initial phases.

5.7 Well-being Objective 5 – Creating a county borough that supports a healthy lifestyle

This objective is judged to be progressing well. While it is difficult to demonstrate impacts on outcomes on a year-by-year basis, we are able to demonstrate good levels of service user and community participation across a broad range of interventions and initiatives.

The adoption of the Caerphilly Sport and Active Recreation Strategy (2019-29) in November 2018 is a significant milestone. It sets out the future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough; it establishes the key principles and vision which will inform future decisions and actions over the next 10 years.

5.8 Well-being Objective 6 - Support citizens to remain independent and improve their Well-being

This objective is judged to be progressing well. In many areas, the outcomes have already been completed and are now considered the core business of the Social Services Directorate. In the remaining areas performance against the outcomes is on track to deliver this objective and most importantly, there are no emerging risks to report.

5.9 Conclusion

At the end of 2018/19 we can demonstrate that we have made progress against each objective. We are able to identify what has gone well, what we have learnt and where we need to improve.

Following a review of the objectives and outcomes within the Corporate Plan (2018-2023) earlier this year, we concluded that the six objectives remain relevant.

6. ASSUMPTIONS

6.1 Unless a specific objective is judged as delivered in its entirety, or an assessment of data and public consultation responses change direction significantly, it is assumed these Well-being Objectives will continue during the course of the remaining four years of the Corporate Plan.

6.2 The resources to deliver Well-being Objectives are assessed within the context of the current Medium Term Financial Plan. Resources will be assessed annually but may reduce as a consequence of changes in the Medium Term Financial Plan.

7. LINKS TO RELEVANT COUNCIL POLICIES

7.1 Corporate Plan 2018-2023.

The current Corporate Plan 2018-2023 can be found on the internet. See link below:

Corporate Plan 2018-2023 Reviewed and updated for 2019/20 (PDF)

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 The Well-being of Future Generations (Wales) Act 2015 requires a public body to set Well-being Objectives in order to maximise contribution to the social, economic, environmental and cultural well-being of an area. The Corporate Plan 2018-2023 is the vehicle which sets out our Well-being Objectives and how they contribute towards the national goals.
- 8.2 The Council is required to use the sustainable development principle in setting its well-being objectives and in delivering them. The Corporate Plan shows how the principle has been used in selecting the objectives. They have been chosen to consider the prevention of issues that may detrimentally affect well-being, each are considering the long-term factors that may improve or reduce well-being, the community view was used in setting the issues that local residents felt were important, the Corporate Plan considers how we act in collaboration with other bodies and how we integrate our activity across the authority and with partners. The detailed represented in the Annual Performance Report shows how we have continued to use the sustainable development principle in delivering our objectives.

9. EQUALITIES IMPLICATIONS

- 9.1 No specific Equalities Impact Assessment has been undertaken on this report; however the Local Government (Wales) Measure 2009 cites fairness and accessibility as part of the definition of what 'improvement' means. Page 57 of the Performance Report provides an update on equalities work for the year 2018/19. Delivery of the Well-being Objectives maximises our contribution to all the national well-being goals including 'A More Equal Wales'.

10. FINANCIAL IMPLICATIONS

- 10.1 Each Well-being Objective has a section identifying the resources needed to support delivery of the objective.
- 10.2 The resources to deliver the Well-being Objectives are assessed within the context of the current Medium Term Financial Plan.

11. PERSONNEL IMPLICATIONS

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

12. CONSULTATIONS

- 12.1 This report has been sent to the Consultees listed below and all comments received are reflected in this report.

13. STATUTORY POWER

- 13.1 Local Government Measure 2009.

Author: Ros Roberts, Business Improvement Manager roberr@caerphilly.gov.uk

Consultees: Cllr Barbara Jones, Deputy Leader and Cabinet Member for Finance, Performance and Governance
Christina Harrhy, Interim Chief Executive
Richard Edmunds, Corporate Director for Education & Corporate Services
Mark S Williams, Interim Corporate Director, Communities
Dave Street, Corporate Director, Social Services
Steve Harris, Interim Head of Business Improvement and Section 151 Officer
Rob Tranter, Head of Legal Services
Keri Cole, Chief Education Officer
Sarah Mutch, Early Years Manager
Paul Warren, Strategic lead for School Improvement
Rhian Kyte, Head of Regeneration and Planning
Tina McMahon, Community Regeneration Manager
Shaun Couzens, Chief Housing Officer
Mark Jennings, Housing Strategy Officer
Marcus Lloyd, Head of Infrastructure
Rob Hartshorn, Head of Public Protection, Communities and Leisure Services
Gareth Jenkins, Assistant Director, Childrens Services
Jo Williams, Assistant Director, Adult Services
Kathryn Peters, Corporate Policy Manager
Anwen Cullinane, Senior Policy Officer Equalities and Welsh Language

Background: Corporate Plan 2018-2023 Reviewed and updated for 2019/20

Appendices: Appendix A - Annual Performance Report 2018/19

Contents

Section 1	A reflection on 2018/19 from the Interim Leader of the Council & the Interim Chief Executive	2
Section 2	Introduction to our Well-being Objectives 2018/2019	5
Section 3	Progress on our Well-being Objectives 2018/19	6
Section 4	Performance comparisons 2018/19	47
Section 5	Managing your money 2018/19	49
Section 6	How we are working towards improved equalities & the well-being of our future generations	53
Section 7	What our regulators told us	61
Section 8	How to contact us and how you can be involved	63

TRAFODAETH CAERFFILI THE CAERPHILLY CONVERSATION



Reflections on the year 2018/19

From the Interim Leader of the Council, Cllr. Barbara Jones and Interim Chief Executive, Christina HARRY



It is with a great sense of pride that we provide this summary highlighting the many and varied achievements delivered by this council over the past 12 months.

We both agree that 2018/19 was once again a challenging year due to the ongoing financial pressures facing us, but this has done nothing to dampen the drive, enthusiasm and commitment of our staff and elected members who have a shared ambition to improve the lives of everyone within our community.

Over the last year we have also started our journey of transformation and the council has developed a blueprint which clearly sets out our direction of travel over the next few years.

This strategy is called ‘**#Team Caerphilly – Better Together**’ and this reflects the team ethos that we are developing within the council and across the county borough as a whole.



Below we have outlined a few of the key developments during 2018/19 to provide a flavour of just some of the excellent work that is being delivered by #TeamCaerphilly!

- Caerphilly county borough council continues to play a leading role in shaping and delivering the aspirations of the **Cardiff Capital Region City Deal** partnership. The ambitious City Deal programme will deliver a far-reaching package of benefits to the region totalling £1.2 billion in investment. Jobs, regeneration and improvements to the transport network are key objectives of the partnership over the coming years.
- Cabinet gave the green light for **£110 million of investment** as part of Welsh Government’s 21st Century Education and Schools programme in April 2018.
- Cabinet Members agreed to allocate £530,000 of savings to providing apprenticeship opportunities - **creating 23 apprenticeships** across a range of services.



- We approved plans to **tackle period poverty in schools**, with a task and finish group established to explore the options of introducing free female sanitary products into secondary schools for those in year 7 to 11.
- September saw the **vision for the future of housing** in the county borough agreed. This included a five year asset management strategy which outlines the overall approach that will be taken to ensure the councils housing portfolio continues to provide affordable, quality homes that meet customers' needs into the future.
- Ambitious objectives were announced to develop **new council housing** in the county borough, for the first time since 2003.
- July saw public consultation on the council's draft Sport and Active Recreation Strategy begin. The strategy set out a **10 year blueprint to get more people more active more often**. The strategy was formally adopted in November 2018.
- A number of sites in the Caerphilly county borough were awarded with the prestigious **Green Flag Award in recognition of their excellent facilities** and commitment to delivering great quality green space:
 - Morgan Jones Park
 - Ystrad Mynach Park
 - Brithdir Cemetery
 - Waunfawr Park
 - Parc Cwm Darran
 - Cwmcarn Forest
- In April we welcomed over 100 guests to a special event to **celebrate 100 years of the Royal Air Force**. Hosted in Penallta House the event saw the Lord Lieutenant of Gwent Brigadier Robert Aitken, Air Commodore Adrian Williams, local school pupils, members of the public and RAF representatives join together to celebrate the milestone birthday.
- The Childcare Offer for Wales was made available across the whole of the county borough saving working families up to **£4,725 in childcare costs**.
- In July we welcomed the start of works at Ty Du in Nelson. The completed site will provide **200 new homes** and more than **6000 sq m of employment space**.
- Our 4 star rated campsite at Cwmcarn Forest introduced **5 luxury glamping pods**. The site is also received another new addition when Caerphilly Adventures moved in to the site, offering rock climbing, abseiling, gorge walking, archery, mountain biking and surfing.
- Crowds descended on Bargoed to celebrate our annual **Armed Forces Day** in June. The event saw residents, business owners, invited guests and school pupils turn out to show their support.



- Our IT department were presented with **two Gold Performance Awards** in recognition of the management of its address and street information databases.
- In June full council voted unanimously to support the national campaign **Lucy's Law**, which aims to ban and outlaw third party puppy farming.
- A **£4 million project to transform the Monmouthshire and Brecon canal** into an adventure hub was given the green light for EU funding.

Introduction to our Well-being Objectives 2018/19

In 2018 we published our Corporate Plan for 2018-2023 with new longer-term Well-being Objectives, further details of which can be found on the Council's website;

www.caerphilly.gov.uk/CaerphillyDocs/Council-and-democracy/Corporate_Plan_2018-2023.aspx

The next few pages will tell you how we have performed against our intended outcomes under the following headings:

- How have we performed overall in 2018/19?
- What went well?
- What have we learnt and where do we need to improve?
- What impact are we making?
- What is our future focus?

We must use the sustainable development principle in everything that we do. Known as the five ways of working, we must consider the long term, understand causes to prevent problems occurring, collaborate and integrate with our partners and, importantly, involve our communities. How these principles were used to set each Well-being Objective can be found in Councils Corporate Plan 2018-2023 and relevant scrutiny reports for 2018/19.



Involve



Prevent



Integration



Collaborate



Long-term

Logo – provided by Future Generations commission

Our 6 Well-being Objectives

WBO 1 Improve education opportunities for all

WBO 2 Enabling employment

WBO 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

WBO 4 Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimizes the adverse impacts on the environment

WBO 5 Creating a county borough that supports a healthy lifestyle

WBO 6 Support citizens to remain independent and improve their well-being

For more detailed information on each Well-being Objective please click on the links above, which will take you the relevant Well-being Objective end of year Scrutiny reports.

Well-being Objective 1

Improve education opportunities for all

Our Well-being Statement

Over the past few years we have focused on improving young people's outcomes and non-vocational qualifications to provide more opportunities for further education or employment. This is still a priority, however we need to take a more holistic view of education through understanding issues in children's early years, for example how issues like poverty can affect attainment. Much has been done to develop a multi-agency approach and learn from relevant research, such as work on 'Adverse Childhood Experiences' (ACES).

We have also looked at how we can help those who are more vulnerable and unable to access a traditional pathway, as well as provide learning for young people and support for adults, to improve skills and provide more opportunities to enable employment. This objective is about preventing longer term issues for future generations that are associated with low

What are our outcomes?

1. Aim to reduce the impact of poverty within early years.
2. Raise standards of attainment.
3. Reduce the impact of poverty on attainment for both vocational and non-vocational qualifications to provide equality of opportunity.
4. Help those who are not able to follow a traditional attainment path.
5. Support learning that enables young and adult employment opportunities including a focus on 'future skills'
6. Improve 'digital skills' for all ages.
7. Improve the learning environment.
8. Safeguard all children and young people in order to create a climate for learning, particularly for those most vulnerable.

GWELLA... CYFLAWNI... YSBRYDOLI
IMPROVING... ACHIEVING... INSPIRING

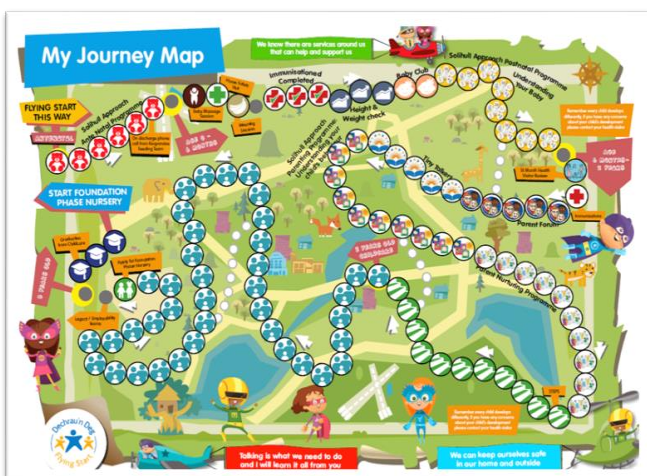


How have we performed overall in 2018/19?

We have made good progress towards meeting our well-being objective with a number of actions being completed. There are a number of areas where substantial preparatory work has been undertaken involving key stakeholders to ensure collaborative models are developed. It is still early days and much of our evidence is qualitative so we need to do more work to evidence impact on quality of life beyond national exam results and specific indicators.

Our actions would not be as effective or be achievable if delivered by single teams and without a culture of collaboration and partnership working across the service and its partners. This has been a focus over previous years to ensure that a wide range of contributions and perspectives shape strategy and implementation.

This has led to a co-production approach to the development of several pilots to ensure we all make the best use of our resources, an example of which is in the Flying Start Journey Map:



'My Journey Map' was designed by the Parent Network and has an accompanying booklet to help parents chart children's milestones in their development. This is being shared and distributed across relevant Health Service areas



We launched our 'Shared Ambitions' Strategy this year establishing a vision for improving Education across Caerphilly county borough.

“Working together to deliver the best outcomes for our children”

This strategy will help to deliver the Well-being Objective, improving outcomes and life chances for our learners.

The Shared Ambitions Strategy will help to deliver outcomes 2, 3,6,7,8 and can be found at [Shared Ambitions](#)

What went well?

There has been significant work to support well-being of children and young people in schools including changing attitudes and knowledge of the impact of the home environment on children's well-being. Well-being can mean different things to different people and could be physical, mental or emotional. Improving the well-being of our children and young people, staff and school leaders is part of helping everyone achieve the best outcomes possible.

The psychology of well-being is complex and impacts on many aspects of young people's lives. This means our programmes to help young people can also be complex. These programmes are often referred to as 'attachment aware or relationship aware', these are about the psychology and understanding of how young people develop relationships and how this can impact on their well-being.

When adults who work with children or young people train to become 'relationship aware' they are in a better position to help them. An example of this is a working partnership between Educational Psychology and our Health Colleagues on a system called WARRN (Wales Applied Risk Research Network).

When a young person is at risk from a health point of view, for example, if they have suffered trauma from self-harm, they could return to school, where the school may be unaware of the event or be uncertain how to support the person who has experienced the trauma. We have explored how we can improve this process to make better connections between the various agencies mindful of the young person's needs so they can continue at school with the relevant support, and this is progressing well.

As well as how to create trauma informed schools, the majority of Caerphilly county borough Schools have received 'Adverse Childhood Experience awareness training.

We have secured capital funding for development of Welsh medium school places which will help to meet the growing demand for Welsh medium education. We have also secured capital funding for both English and Welsh medium childcare provision across the county borough. The model to develop childcare provision in purpose built environments on school sites will support transition for young children as well as give parents improved well-being with the security of knowing their child's needs can be met without transport or disruptive transition between locations for education and childcare.

In addition capital grant funding was also secured for the development for a community hub for athletics and sporting provision at Rhiw Sir Dafydd Primary School site.

Over recent years we have successfully delivered the 21st century schools Band A programme which was £56.5 million on seven significant state of the art school builds. The successful management of the project expanded the number of schemes delivered.

Families First is an early intervention/prevention programme which supports families with a variety of needs. Each Local Authority shapes the Programme based on local need and is one of our steps to tackling poverty.

18 projects delivered comprehensive family and young people support to non-Flying Start families. Following support, **94%** of individuals report improved family relationships; **98%** of participant parents reported improved ability to support their child's learning and development needs and **99%** of individuals report an improvement in family resilience.

Despite an increase in 2017/18, trends over time indicate that work to reduce the number of young people not in education, employment training (NEET) is working as we reduce from 2.5% to 2.2% which was **40** out of 1853 year 11 pupils.

Inspire 2 Work has supported:

- 160** NEET young people (age 16-24)
- 95** have gained qualifications,
- 40** have gained employment and
- 9** have progressed to further learning opportunities
- 500** people visited the **LIVE VACANCY EVENT** as part of **National Apprenticeship Week**

Other employment support such as our Inspire 2 Work is making very good progress.

To improve digital competency in schools the Education Achievement Service (EAS) recruited six Caerphilly Learning Network schools to lead on the development of Information Communications Technology (ICT) and digital competence across the region.



Estyn Inspections indicate good provision for ICT across Caerphilly schools and we have recently re-established the ICT Digital Skills Team consisting of ourselves, EAS and schools representation.

This is a developing area and we need to implement a single plan to ensure that delivery of service by all partners is comprehensive and avoids duplication.

Attainment at Foundation Phase remains above the Wales average, the slight decline in 2018 is less than the Wales rate. Since 2016, attainment at Key Stage 2 has been above the Wales average.

Attainment at Key Stage 3 is still below the Wales average, although the rate of improvement is above the Wales rate. The attainment detail below with more narrative can be found in our Shared Ambition Strategy which can be found at www.caerphilly.gov.uk

Caerphilly 2018 Attainment Datasheet

The table below sets out the Council and Wales Average performance across each of the key stages over the last four years:

- ❖ Foundation Phase (FP) Pupils Aged 3-7
- ❖ Key Stage 2 (KS2) Pupils Aged 7-11
- ❖ Key Stage 3 (KS3) Pupils Aged 12-14
- ❖ Key Stage 4 (KS4) Pupils Aged 14-16
- ❖ Key Stage 5 (KS5) Pupils Aged 16-18

Trend		2015	2016	2017	2018	1 Year improvement
Foundation Phase FPI	Caerphilly	89.2	88.6	88.9	86.7	-2.2
	Wales	86.8	87.0	87.3	82.6	-4.7
KS 2 CSI	Caerphilly	87.4	90.4	90.1	89.7	-0.4
	Wales	87.7	88.6	89.5	89.5	0.0
KS 3 CSI	Caerphilly	80.3	82.0	84.1	87.8	3.7
	Wales	83.9	85.9	87.4	88.1	0.7
KS 4 L2 Threshold E/W & M	Caerphilly	52.6	53.0	49.9	46.9	-3.0
	Wales	57.9	60.3	54.6	55.1	0.5
KS 5 L3 Threshold	Caerphilly	97.7	97.1	96.8	97.5	0.7
	Wales	97.0	98.0	97.1	97.6	0.5

Note: There have been changes to the Key stage 4 examinations since 2017 which make true like for like comparisons difficult.

What have we learnt and where do we need to improve?

Attainment at Key Stage 4 shows a faster rate of decline than that across Wales. Performance is still below the Wales average, with the gap widening. We need to improve our performance at Key Stage 4 and place a further emphasis on the performance of boys and pupils identified as receiving free school meals across all phases of education.

In terms of school support we want to reduce the number of secondary schools requiring the highest levels of support (classified as amber and red) and

reduce the number of secondary schools in Estyn Statutory Categories and in 'Estyn Review' following statutory inspection.

We will be improving our data collection, tracking and monitoring for vulnerable pupils, so we can make more effective use of the data to improve their performance and ensure higher quality educational experiences.

What impact are we making?

Our data shows there is an increase in demand from parents across the county borough for Welsh medium schools. When we looked at the impact of increasing places in Welsh medium schools we identified that the impact would be an increase in the need for child care too.

So we jointly pooled our resources within departments, schools and the third sector to bid for money to increase both Welsh medium school places and Welsh Medium child care provision.

As a result we have been successful in getting funding to provide additional childcare across the county borough by 2021 totalling **£5.1million** investment. We have also secured funding totalling **£5,458,495** for infrastructure so we can increase places in Welsh medium schools through a range of building options.

We secured **£850,000** to further expand places in childcare in our Welsh medium school settings. This significant Welsh Government investment over the coming years will increase places and accessibility and provide purpose built structures to meet the needs of all children and young people. This will contribute towards the national well-being goal of a 'Wales of thriving Welsh language'.

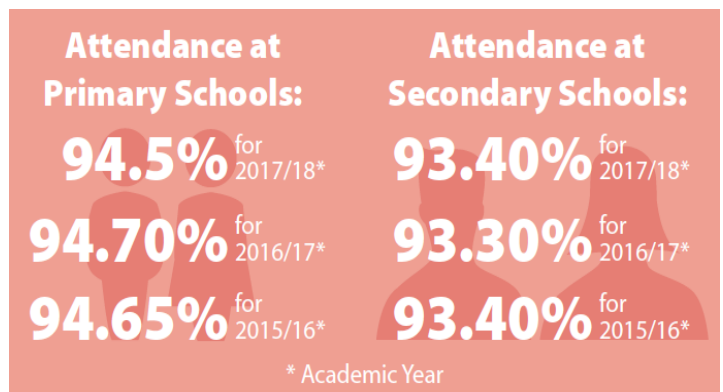
Our Families First programme showed 3,874 of 4,317 (**90%**) participants reported improved emotional and mental well-being over the two year period. **97%** of children improved their speech, language and

communication skills and **96%** of families felt they could contribute to changes in their lifestyles and behaviours.

The Welsh Government free child care offer saw funded placements increase from **550** placements (April to August 2018) to **1190** funded placements (September 2018 to March 2019) reducing the cost of childcare to eligible working families. The majority of applications are from parents earning less than £26,000 per year, helping families' access employment and tackling poverty.

Attendance at both primary and secondary schools improved in the Local Authority rankings. Secondary attendance improved from 21st in 2016-7 to **18th** in 2017-18. Primary attendance improved from 17th in 2016-17 to **14th** in 2017-18.

Primary results remain stable over the past 4 years and Secondary has increased slightly overall since 2015 but this is still just below the All Wales average, so we know there is more to do.



We have contributed to the implementation of an initiative called **SPACE** (Single Point of Access for Children's Emotional Well-being) for multi-agency discussion on mental health referrals for children and young people. This model will have a single referral so that families only have to tell their story once and this will identify the most suitable service. This aims to reduce duplication and prevent numbers of families sitting on multiple waiting lists.

What is our future focus?

- Review the quality of provision for vulnerable groups and tracking of outcomes to ensure high quality education experiences.
- Improve attainment at Key Stage 4, attendance and exclusions across Caerphilly schools through delivering our Shared Ambitions Strategy
- Delivering Band B of the 21st Century Schools programme following the success of our Band A 21st Century Schools programme
- Undertake a review of Post 16 and Single Sex provision across Caerphilly county borough and further improve our surplus places position
- Prepare the organisation and our schools to ensure the requirements of the new Additional Learning Needs (ALN) Act can be met so that all children with additional needs can be appropriately supported.
- Engage stakeholders in shaping future delivery.

We have **assessed** our objective based on the Future Generation Commissioner's 'Journey Checker'. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty. At this time we believe we are **being more adventurous** in delivering this objective and are moving closer to 'owning our ambition', which means we are stepping out of a 'business as usual' mind set and acting to change how things are currently done.



CASE STUDY

We are one of the first Authorities to pilot a new programme called '**Roots of Empathy**'. This is an exciting and practical way of promoting emotional well-being for younger children.

To give a simplified explanation, a practitioner (maybe a teacher) will bring their baby to the class room for young children to observe, and learn through observing interaction with the baby, asking what makes the baby smile. What makes the baby sad? Can the children recognise emotions and the reasons for them? The purpose is to help young children grow empathy and understanding of behaviour through observing behaviours in others. This could help them in their relationships with their classmates or in their home environment.

Word of mouth feedback is very positive, however as practitioner training is extensive we are carrying out a detailed evaluation and will be able to tell you more about the results of this next year.

Well-being Objective 2

Enabling employment

Our Well-being Statement

This objective is about enabling people to be ready for jobs to help prevent longer term problems that are associated with low skills and lack of employability. We want to contribute towards overall issues that affect employment within the local economy.

For those further from the job market we offer many related support programmes to help get in a position to be work ready. Low level mental health need, low motivation, lack of confidence and other factors play a part in getting a person to a position where they are ready to train, or write a CV, or attend an interview. We have to recognise that we cannot, as a Local Authority, solve unemployment issues as national economic growth is one of the key determinants in the availability of jobs, though we continue to do deliver as much support as we are able.

Employment is still seen as one of the main routes out of poverty so it is important that we look at ways we can equip people for 'sustainable' and 'well paid' employment.

Education is a key factor in this and we have outcomes to improve our standards of attainment within our Education Objective (WBO1).

What are our outcomes?

1. Aim to reduce the impact of poverty by supporting people into better employment prospects.
2. Meet the targets of the European Social Fund programmes of getting people skilled and into work.
3. The Council will use the value of its third party spend to bring greater social and economic regeneration to the communities we serve.
4. Use investment in the housing stock to increase the number of skilled, qualified workers and tackle worklessness by providing apprenticeship, training and work placements with our in-house workforce and building contractors.
5. Ensuring local delivery of work programmes aligns and maximises opportunities from the Cardiff Capital Region City Deal.

LLE GWYCH I WNEUD BUSNES
A GREAT PLACE TO DO BUSINESS



How have we performed overall in 2018/19?

Despite the difficult economic conditions we have been able to make good progress on this objective. Much of the delivery for employment support is funded by Welsh Government or the EU. The current grants have either been at a standstill or have faced a reduction for the last few years. This is increasing the pressure on budgets as many are staff related costs and these have been increasing due to incremental pay rises, all of which has to be met by a standstill or reduced grant.

Although the objective is over 4-5 years, the benefits for upskilling and enabling people into sustainable and well-paid jobs has a clear link to improving quality of life and lifting people out of poverty. There are some very positive results to report on this year.

What went well?

Our ambitious **Programme for Procurement** endorsed by Cabinet (May 2018), gives greater opportunity for more ethical procurement of the local supply chains. Examples are; 3 suppliers working on our Housing and WHQS programme retained **17** jobs, created **41** new full time employments opportunities within 3 businesses and **9** apprenticeships were secured.



All three contractors also purchased **100%** of their materials with Caerphilly based suppliers; further supporting the local economy. A number of local community initiatives were supported including the sponsorship of local rugby and sports teams, donations to CCBC Armed Forces day and the Christmas Food Bank appeal. This would not be achieved without an innovative approach to Procurement and local Small Medium Enterprises (SME's)



We have supported a good number of people into employment. The Communities for Work (CfW) programme continue to be a huge success with a range of support offered to tackle specific barriers. Working alongside Communities for Work is the new Welsh Government funded Communities for Work Plus programme, which started in April 2018. One of the benefits of the plus programme is the ability to support anyone regardless of eligibility, this means employment support is available to all residents of the county borough.

One particular area to note is our growing joint planning with the early years programme, Flying Start. This is building links with parents who are currently economically inactive. Positive links with local Job Centres, including regular daily and weekly attendance at Job Centres by Employment Mentors, has ensured that they remain our primary source of referrals into the employment programmes.

We have co-located all our staff to deliver different employment and community empowerment work in joint locations within communities, and this provides more informal opportunities for engagement, such as walking groups and coffee mornings, amongst those who may be less likely to engage with more traditional employment outreach activities.

The Bridges into Work 2, Inspire 2 Work (I2W) and Working Skills for Adults 2 partnership working is extremely successful especially at networking events and employability events. Outreach meetings in libraries are working well and making access to support easier for participants living around the county borough.

What is Communities for Work?

It is a programme that gives intensive mentoring support for those who have been unemployed for 12 months or more within the most deprived areas (formerly known as Communities First areas) in Caerphilly. It is funded by the EU European Social fund.

What is Communities for Work Plus?

It is a new Welsh Government funded employability support aiming to “fill the gaps” with mentoring-based help for people who do not meet the formal criteria to access other programmes.

The **Cardiff Capital Region City Deal (CCR)** unveiled its five-year business plan for South-East Wales last year with the overarching economic objective to create **25,000** new jobs and leverage **£4billion** in private sector investment. One of our aims is to ensure the skills programmes we deliver locally supports and benefits from the Cardiff City Region City Deal. To date, the CCR Graduate Scheme is the only scheme that has been piloted as part of the skills programme, although more are being developed. While there is no specific fund set aside for skills as part of the City Deal (there was a cost estimate made for an earlier version of the Skills for the Future programme that has

evolved significantly), there will be initiatives that will deliver outputs from the original business case, such as apprenticeship starts, upskilling etc.

These will focus more on the approach and prioritisation outlined in the CCR Industrial and Economic Growth Plan.

<https://www.cardiffcapitalregion.wales/wp-content/uploads/2019/02/ccr-industrial-and-economic-growth-plan-english.pdf>

The Nurture Equip and Thrive (NET) project has started very well and has developed excellent links with the Housing Team. NET provides advice and guidance to those people in employment who are suffering in-work poverty due to under employment in order to obtain additional hours or a second income

One of the main Wales Housing Quality Standards (WHQS) programme contractors has employed two members of staff that were previously unemployed for over 26 weeks, employed **3** apprentices and provided **4** work experience placements during 2018/19.



Housing Repairs Operations (HRO) has employed **3 apprentices** to support the delivery of the WHQS programme.

There are currently **12 apprentices** within the Welsh Housing Quality in house team and **10 currently within HRO.**

We are working closely with CADW to develop their 5-year masterplan for investment in Caerphilly Castle, to develop the visitor economy further for the benefit of the town and the region. Regular meetings are now scheduled between the two organisations to ensure we work together towards achieving the goals set out in our plans for that area.

Caerphilly has been identified by Welsh Government's Valleys Task Force as a Strategic Hub and the Council is working collaboratively with the Valleys Task Force to drive forward economic growth in the town

What have we learnt and where do we need to improve?

Engagements for Priority 1 (adults 25+) within the **Communities for Work (CfW)** and **Communities for Work Plus (CfW+)** programme remain under target. This has been a problem since the start of the programme as participants within this priority group (especially those within the "Economically Inactive" category) have proved particularly difficult to engage and often have the most complex barriers to work.

It has become apparent that this is a problem across a range of employment programmes and across Wales in general. However staff are always considering new and innovative ways to address this issue and we are planning a greater and more effective use of social media to promote the projects, the opportunities available and some of our various successes

Within the **Bridges into Work 2, Inspire 2 Work and Working Skills for Adults 2** programmes, referrals are slow at the moment, but that seems to be across the board as partners are reporting similar issues. For example, the waiting lists for additional support in mental health are incredibly long, support in this area is limited across the county borough. This is a challenge when looking at how the employment support programmes could work better.

Transport also remains a significant barrier for participants, with a lack of transport to accommodate early starts and shift patterns often resulting in participants being unable to take up opportunities.

Delivery of our Well-being Objective number 4 (Improving Transport) will have an impact on enabling employment as it aims to provide a more integrated and effective transport network and address transport challenges.

Our **Employment Mentors** work hard to build relationships with employers across the county borough, resulting in a range of opportunities including placements and paid employment, it has been recognised that this process has taken place on an ad hoc basis so far, with links being made as and when a participant has required a relevant opportunity; a more joined-up approach is required. So we have recruited a new Business Liaison Officer with the aim that this role will be able to implement a more joined-up approach and provide a more consistent offer to employers, with the aim of truly linking the needs of unemployed participants to labour market demand across the county borough.

What impact are we making?

Our **Programme for Procurement** is already impacting the way in which we do business. It enables opportunities for local jobs directly and through our wider supply chains. It supports wider environmental issues such as the reduction of plastics through our supply chain and carbon reduction in the use of environmentally friendly products.

Recent figures gathered through the Welsh Government Community Benefit Measuring Tool show that, in the case of the WHQS contractor's for every £1 spent by the council £2 was reinvested in the Welsh economy. This 'multiplier effect' comes as a result of contractors employing people from Wales who then reinvest the money back into our communities.

The amount of people we are helping to get into the job market or providing opportunities to enable people to gain qualifications to improve their job potential and well-being is shown below:

Communities for Work - 246 people have been supported into employment across both programmes. Below is the breakdown of the main work programmes for 2018/19

Communities for Work Priority 1 (Adults aged 25+)	Annual Target 2018/19	Annual Outcome 2018/19
Engagements	240	104
Job Entries	24	39
Priority 3 (Young People/NEETs aged 16-24)		
Engagements	96	106
Job Entries	48	62

Communities for Work Plus	Annual Outcome 2018/19
Engagements	401
Job Entries	145
Vocational Training	147
Basic Skills	24
Work Placements/ Paid Opportunities	6
Preparation for Employment	32
Volunteering	30

Bridges into Work 2	Annual Outcome 2018/19
Participants Supported	145
Qualifications Gained	95
Voluntary Placements Completed	57
Gaining Employment	25

What is our future focus?

We are working with partners Mott MacDonald/The Urbanists who have developed a place-making plan which aims to have a dramatic effect on Caerphilly town centre. This will improve the town's overall visitor offer and help Caerphilly Castle become a Tier One Visitor attraction. We will help the town centre diversify so it no longer just focuses on retail. In an environment where retail is under pressure across the UK, diversifying the town's offer will allow the town to become more resilient to this change.

Implementing some of the main projects within the place-making plan will encourage more activity in the visitor economy, bring more dwellings to the town centre and provide more opportunities for non-retail businesses to prosper. For example:

- A new landmark public transport interchange at the site of the current bus/rail station
- A quality hotel development at Park Lane, Caerphilly
- CADW implementing their 5-year masterplan to turn the castle into a Tier One destination
- A new mixed use development at Pentreban Street, Caerphilly
- Developing our residual land at Caerphilly Business Park
- Identifying opportunities for expansion at Castle Court Shopping Centre
- Developing a restaurant quarter around the Twyn area of the town

This will bring benefits to the wider community; provide local job opportunities; allow local businesses to benefit from new local supply chains; and bring construction opportunities when these projects are developed.

Understanding the issues of planning at a town and county borough level will help to stimulate business growth, and ensure we are joining up with relevant programmes like the Cardiff Capital Region City Deal.

A new programme of external works is about to take place in Lansbury Park housing estate, Caerphilly. We will work closely with the contractors to create training and placement opportunities. Work is underway to schedule an 'Induction to Construction' event which is designed specifically to raise awareness of the many employment opportunities on offer within construction and engage people who may not have thought of a career in that sector.

We will continue to work through our action plan and address the challenges that we have identified.

We have **assessed** our objective based on the Future Generation Commissioner's 'Journey Checker'. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty. At this time we believe we are **owning our ambition** in delivering this objective, which means we are stepping out of a 'business as usual' mind set and acting to change how things are currently done.



CASE STUDY

Reducing the impact of poverty has always been a collaborative effort, for example, employment staff from Communities for Work and Communities for Work Plus are working more effectively in partnership with the programme for young children (0-4 years of age) called 'Flying Start', to build links and involve parents who are currently not in employment or unemployed. As a result of work led by the teams and mentors, a group of parents from Graig- y-Rhacca who attended a 'train the trainer' training course have developed their own session/course based on their own real life experiences. They are planning to deliver this to other parents who have completed the Flying Start 'STEPS' course, to motivate them towards employment.

If you need help or support for getting back to work – click here



<https://www.caerphilly.gov.uk/Services/Jobs-and-training/Help-to-get-back-to-work/Community-Regeneration-Employment-Support>

Or you can call **01685 844353**



Well-being 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

Our Well-being Statement

Research has consistently demonstrated a strong link between housing, health and well-being. The issues we are trying to address are complex and multifaceted and cannot be addressed through one single action. There are over 79,157 dwellings in the county borough, of those 10,717 are Local Authority housing, 4,000 are Social Landlord, 54,711 are owner-occupied and 9,730 privately rented*. The type of housing in these sectors varies widely. There are currently over 4,500 households waiting on the common housing register and demand is far outstripping supply. The most recent assessment of the housing market showed a requirement for affordable homes with the largest requirement being for single person accommodation.

Studies have shown that the number of incidents of poor mental health is higher for social housing tenants than it is for homeowners. Social Landlords in the county borough have noted an increasing number of new tenants with mental health conditions who require support, in order to sustain their tenancies.

In response to changes in legislation the council has increased services to address homelessness. Despite the additional services that have been put in place the number of people requiring assistance with homelessness has still increased. Relieving this issue will not only greatly assist those affected but will also reduce costs to the Council, the Criminal Justice System and the Health Service.

Many households in the county borough are on low incomes and struggling to adequately heat their homes leading to fuel poverty, which makes people more susceptible to poor health and reduced well-being. By providing advice and making homes more energy efficient, including the development of new energy efficient homes, we can help reduce the overall level of fuel poverty. Social landlords support the health and well-being of people in their own homes via the delivery of adaptations, to promote independent living.

**Latest Dwelling stock estimates by tenure March 2019 Stats Wales.*

EICH CARTREFI, EICH DYFODOL
YOUR HOMES, YOUR FUTURE



What are our outcomes?

- 1a. All council housing is improved to meet the Welsh Housing Quality Standard (WHQS) by 2020.
- 1b. Implement an Asset Management Strategy to maintain the condition of the housing stock following WHQS attainment.
2. Increase the provision of new, affordable, social housing that meets the 'Lifetime Homes' principles and identified needs, whilst supporting the governments' innovative housing programme.
3. Deliver adaptations to support the health and well-being of people in their homes and maximise the delivery and appropriate use of accessible homes.
4. Increase the supply of housing by supporting opportunities to bring long-term, empty homes in the private sector back into use.
5. Tackle the determinants of poor health and well-being by improving housing conditions in the private sector.
6. Prevent homelessness and tackle rough sleeping.
7. Sustaining tenancies by providing a range of housing related services.
8. Help reduce fuel poverty by making homes more energy efficient and providing people with advice on how best to heat their homes.

How have we performed overall in 2018/19?

At the end of the first year of this five-year objective, we think we have made partial progress against the overall objective. We know from monitoring services that what we have delivered throughout the year that we continue to make a positive impact on the people who access these services. For example the income maximisation work being undertaken by Tenancy Support Officers has helped to increase household income and sustain people's tenancies, older and vulnerable tenants have been provided with housing support services within their homes, homelessness prevention activities have impacted positively on reducing rough sleeping,

Energy efficiency works to the housing stock have contributed towards addressing fuel poverty and reducing carbon emissions. Adaptations have also helped disabled people to maintain independence in their homes.

To achieve our outcomes, we continue to work proactively with our housing association and other third sector partners to deliver services that make a real difference to people's lives, e.g. providing new affordable housing to meet identified housing needs and advice and assistance to help people manage their finances.

Ongoing budget pressures facing Local Government and the requirement to satisfy the Council's Medium Term Financial Plan priorities may impact on our ability to improve on current levels and standards of service delivery in some areas and to identify additional resources to invest in new services to meet the changing needs and aspirations of our service users.

What went well?

Good progress has been made against each of the eight outcomes which underpin this objective.



Some examples of achievements to date include:

- The WHQS investment programme is on track to be completed by the target date of December 2020.
- We know from tenant surveys that customer satisfaction is reasonably high.



We also know from research carried out by Carmarthenshire Council and Swansea University that the improvements made to tenants' homes as part of the WHQS programme have a positive impact on health and well-being.

We have spent approximately **£2m** providing a range of adaptations to enable disabled people to live independently in their own homes, including funding services provided by Care & Repair our third sector partners.

We have assisted council housing tenants to sustain their tenancies, developed training for key staff and reviewed our housing management procedures. We have provided support and assistance to tenants to mitigate the impact of welfare reform, which involved making **2035** home visits.

This support is important because changes by the UK Government to simplify the Welfare Benefits System and to make sure people are better off in work than on benefits have, in some instances, had a negative impact on household income, affecting tenancy sustainability with the potential to increase in homelessness, which ultimately can impact on service delivery.

This year our housing association partners accessed **£9m** of Welsh Government funding to build **new affordable homes** in the county borough to address housing needs identified

by the Council. In addition, the housing associations have accessed a different Welsh Government funding stream to build **57** highly insulated homes in two locations and the Council has purchased 5 long-term, empty properties that will be fully refurbished and added to our stock.

We have provided financial assistance to landlords to support bringing long-term empty homes and buildings in the private sector back into beneficial residential use. Through our direct action we have returned **36** long-term empty homes in the private sector back into beneficial use.

We have undertaken a number of projects to prevent homelessness and tackle rough sleeping including working with other local authorities to produce a Regional Homelessness Strategy and worked in partnership with Cornerstone, our third sector partner, to provide the Church's Night Shelter Project to provide relief for street homeless.



We have developed a referral process, in association with Citizens' Advice, for Council tenants threatened with homelessness, where a Debt Relief Order or Bankruptcy Order could be considered to prevent the homelessness situation. To date 38 tenants have been referred.

We have tackled fuel poverty through a range of methods including applying for Welsh Government funding to carry out energy efficiency improvements, providing energy efficiency advice and referring people to the NEST energy efficiency improvement scheme.



We have provided loans and grants totaling approximately
£794,000
to improve owner-occupied homes.

have agreed to carry over the 2018/19 funding into 2019/20 with some caveats in relation to the timescales for drawing down the money.

We currently use a range of methods to communicate the results of the actions undertaken and these include press releases through the Council's Communications Team or through a partners' team, through social media, the Council's website and via a regular tenants' newsletter.

What have we learnt and where do we need to improve?

We have noted a number of challenges throughout the year that have impacted on the following outcomes/actions:

The percentage of tenants, who are satisfied with the external works carried out under the WHQS investment programme, albeit reasonably high, is lower than those satisfied with internal works.

As a result we are looking to improve the level of communication provided to tenants and improve feedback with the aim of increasing satisfaction.

Our housing association partners were unsuccessful in their application for Welsh Government funding under year 2 of the Innovative Housing Programme. The respective developments will still go ahead, however, with a lesser energy efficiency standard applied.

To fully utilise the Welsh Government Affordable Housing Grant, which will increase the number of new Council homes, we have restructured and created a post that will lead on this process. As we were unable to fully use the grant in 2018/19 due the approval process and resources available to deliver the new build project, Welsh Government



86% of tenants were **satisfied** with the **internal work** completed to their homes.

71% of tenants were **satisfied** with **external works** completed to their homes.

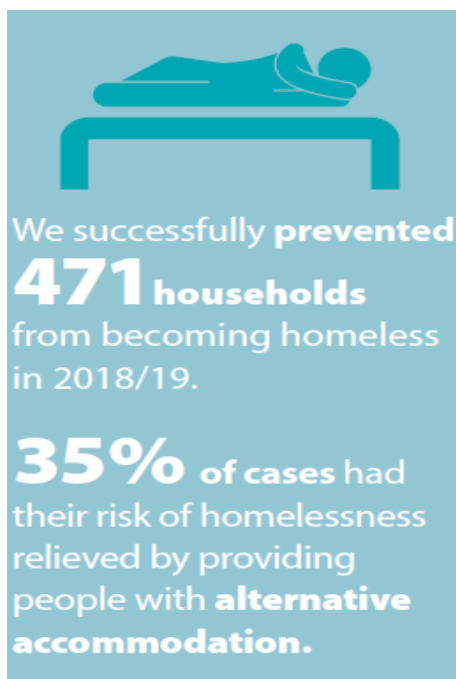
We returned **36** empty properties in the private rented sector into use and this is positive, however this is not as many as we had planned and we hope to improve the numbers in the coming years.

The Shared Housing Pilot Project for single people under 35 was terminated due to issues with occupancy agreements and the cost implications under the Housing Benefit 'exempt status' categorisation. Other options will now be considered to address the housing needs of this group.

Despite the additional support provided to our tenants who have been impacted by Universal Credit, rent arrears have increased. This will continue to be monitored and assessed to determine the underlying causes and what additional interventions and support could be provided.

What impact are we making?

It is difficult at this early stage of the objective to be make predictions about the likely outcome of this objective at year five, however our evidence shows should progress be maintained over the course of the next four years, we will see definite improvements to social and some private housing that would improve people's well-being.



What is our future focus?

We will continue to meet the Welsh Government deadline and have all WHQS work completed by 2020.

[WHQS Improvement Scheme](#)

Caerphilly Homes are in the process of drafting a Development Strategy which aims to set out a clear framework to increase the number of affordable homes (including those for social rent) available within the county borough.

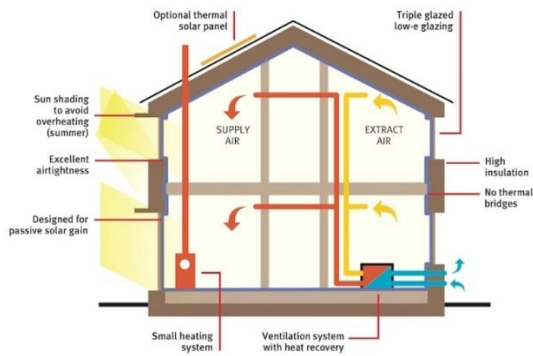
The strategy will set out an ambitious programme to develop homes that focus on meeting housing demand, are 'Future Ready' and energy efficient. The strategy will also propose that the Council's in-house workforce should be involved in delivering aspects of some new developments as a means of using and enhancing existing skills and retaining jobs.

In 2018, we accessed Welsh Government funding specifically designated to assist local authorities to increase housing supply. This funding was used to purchase 5 ex-council properties from the Private Sector, which will be refurbished by our in-house team and returned to our social rented stock to address housing needs. During 2019 we plan to undertake the purchase of more ex-council properties and convert the surplus communal areas of two sheltered housing schemes into flats, before the funding opportunity ends.

We are also exploring opportunities with our housing partners to build new council homes on sites we own in the county borough via this funding stream.

Two of our housing association partners are currently on-site in the county borough developing highly efficient and low environmental impact homes using Passive House technologies. Linc Cymru is redeveloping the former Magistrate's Court in Caerphilly, having accessed Welsh Government Innovative Housing Funding and United Welsh are redeveloping the site of the former Cwm Ifor Primary School. The housing associations plan to undertake an evaluation into the success of their schemes by 2021/22.

This information will be used by the Council and its partners to assess the use of Passive House technologies on future developments.



Passivhaus (or Passive House) is an advanced low energy construction standard for buildings. By using high performance insulation and effectively eliminates heat loss to create a building with very low environmental impact.

We have **assessed** our objective based on the Future Generation Commissioner’s ‘Journey Checker’. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty. At this time we believe we are **being more adventurous** in delivering this objective and are moving closer to **owning our ambition**, which means we are stepping out of a ‘business as usual mind set and acting to change how things are currently done.



CASE STUDY

In 2018 tenants in Claude Road, Caerphilly received internal improvements to their homes as part of the Council’s Welsh Housing Quality Standard (WHQS) programme.

Improvements carried out to one tenant’s home included a new kitchen, bathroom and electrical rewire. Following an assessment with an Occupational Therapist from the Council’s WHQS team the tenant’s bath was replaced with a walk-in shower to make it easier for them to access. As the tenant had a hearing impairment, an under pillow vibration pad was also fitted as part of WHQS improvements which links to the smoke detector to alert them in case of a fire during the night.

The tenant said “The team who worked in my home were very considerate, making sure they cleaned up at the end of every day and checking that I was OK during the work. Even when we had bad snow and the team couldn’t work, they still came to make sure that my heating and cooker was working. My new kitchen and bathroom are fabulous; I never thought they could improve them so much. “If I’d paid for the work myself I wouldn’t have got better.”

CASE STUDY

Family J consists of a married couple plus 4 children who had been on the common housing register since 2016. One child (aged 9) has quadriplegic cerebral palsy and is a wheelchair user. The family lived in a 2 storey, 4 bedroom property and were physically carrying their child up down stairs, which was deemed a risk to both the parents and the child. The property was assessed by an occupational therapist (OT) and technical officers as not being suitable for adaptation.

The family ideally required a level access 4/5 bedroom bungalow or a 2 storey property with either ground floor bedroom/bathroom/WC accommodation or the provision of a through floor lift to access a first floor bedroom. The property needed ease of access and circulation space for use of a wheelchair and a wet room facility. The family wished to remain close to the children's school. They were assessed by the Housing Occupational Therapist (OT) as requiring a highly accessible property and it was identified that there was no suitable accommodation currently in the stock profile.

In 2017 we worked together with First Choice Housing Association (FCHA) to resolve this family's housing difficulties. The Housing OT considered several available privately owned properties. In January 2018, we viewed a suitable property that with adaptations would meet the family's long-term needs. It was also in the school catchment area and the family's first preferred rehousing area. FCHA purchased the property using grant funding. We worked with FCHA to ensure that the property met the child's needs by providing ramped access, provision of an en-suite bathroom to the ground floor bedroom and a ceiling tack host. Following completion of refurbishments and adaptations the family moved into the property in December 2018. The family has described the move to be 'life changing' for them all.

Well-being Objective 4

Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimizes the adverse impacts on the Environment

Our Well-being Statement

Through public consultations, partnership and collaborative working arrangements our evidence shows that the current infrastructure is not coping well as there is too much traffic congestion, traffic which is not able to readily cross valleys; trains and buses can be expensive or don't necessarily run at suitable times or locations to get to work. Existing trains are tired and there is a high dependency on car usage. We need to continue to develop our transport infrastructure as over 24% of Caerphilly's population don't have access to a car.

This means that good quality transport networks are crucial for the safeguarding and well-being of our environment and the people it serves, to enable and enhance access to education, jobs, leisure and other quality of life opportunities. It is also important that we conserve the use of resources and consider the impact of carbon emissions on our planet. In addition congestion affects the health of our communities.

Connectivity throughout our county borough and our bordering areas is vital for, bringing work into our localities (attracting businesses and sustaining or improving our economy and minimising commuting), for our citizens to be able to access work for accessing wider facilities and opportunities that offer prosperity for our future generations.

Evidence shows that, investment is urgently needed to secure our future and ensure that our people and communities prosper, stay healthy, become more cohesive, have equal access to opportunities and that we all minimise our global impact. The Welsh Government (WG), Department for Transport (DfT) and Cardiff Capital Region City Deal (CCRCD) working groups, along with a consortium of Local Authorities recognise this and will, over the next couple of years, address some of the findings through a series of large investment programmes and by implementing as a contribution the proposed suite of outcomes we want to happen for this objective.



What are our outcomes?

This objective has 6 medium to long-term outcomes:

1. Work with the delivery of the South Wales Metro, aiming for the Core Valley Lines Electrification programme as part of the delivery of the wider South Wales Metro scheme.
2. Develop the CCBC Regeneration Strategy and Delivery Plan with connectivity at its heart, promoting accessibility, the Metro and digital and broadband improvements
3. Promote the reinstatement of passenger services to the Nelson to Ystrad rail line under the Metro programme.
4. Promote the reinstatement of the Caerphilly to Newport rail route link as part of the Metro programme.
5. Promote a sustainable bus network that supports accessibility and connectivity both locally and regionally through a road network that encourages efficient bus operation.
6. Maximise transport connectivity within and between modes by integrating the delivery of the CCBC Active Travel Plan with the Metro to improve bus, rail, walking and cycling provision to increase accessibility and add value to the Metro proposals.

How have we performed overall in 2018/19?

Evidence to date shows that during 2018/19, generally good progress has been made against several of the key outcomes. However, these are longer term programmes that will not show any radical or immediate changes within our communities at this early stage of planned works. This means that you may not have seen many significant changes to date as the development of strategies and proposals have been the priorities during these initial phases.

What went well?

The transport passenger business 'Keolis Amey' was awarded the Grant Agreement to become the new operator and development partner within Transport for Wales (TfW). They have taken over operational control of rail services (since October 2018) and commenced detailed design for the Core Valley Lines Transformation Programme. The Rhymney line is part of the South Wales Metro Project (2019 to 2024).

A £30m jointly funded investment package for Metro plus schemes has been agreed with Welsh Government beginning 2019/20. The key project for the Council within this programme is, The Caerphilly Interchange. This will be a transport hub, located at the top of Caerphilly town to provide access to; bus; coach; rail and other transport links to other areas or regions. This is part of the wider Cardiff Capital Region City Deal aim to improve connectivity. Initial feasibility work has already started on the Caerphilly Interchange.

'A Foundation for Success', the Council's overarching Regeneration Strategy for the 5-year period 2018-2023, was adopted by Council in July 2018. In addition, a draft Economic Development Strategy - 'Delivering Prosperity' has been produced along with a 'Caerphilly Masterplan' (approved by Council in July 2018) and the 'Ystrad Mynach Masterplan' (approved by Council in April 2019).

Further Masterplan's for Greater Blackwood, Heads of the Valley and Newbridge to Risca corridor are planned and/or being progressed.

Discussions in relation to Nelson to Ystrad Mynach rail passenger services have started, but are at a relatively early stage. This line is still currently used as a freight line, transporting coal from the opencast mine in Merthyr Tydfil.

Work has commenced on protecting a route between Caerphilly to Newport, to potentially allow the reinstatement of a public transport rail line. The previous rail line was removed some time ago, this would require a significant investment, so would not

be considered until towards the end of the 15-year Metro programme. Other alternatives may need to be considered to achieve an improved transport link.

Details of Transport for Wales (TfW's) proposed Station Investment Programme for the Core Valley Lines are still being worked on. Initial contact has been made with TfW to inform them of CCBC's rail and Metro plus priorities.

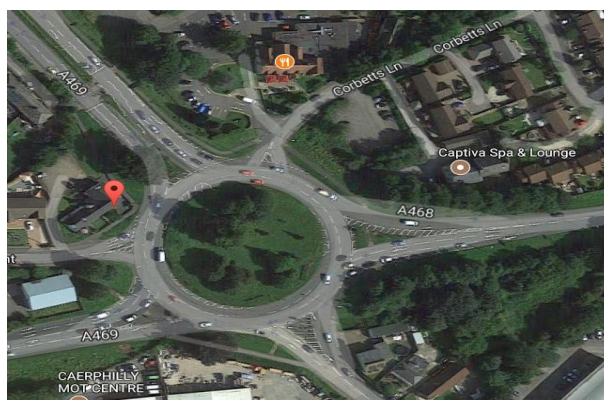
Improvements to bus stops in the Caerphilly basin have been substantially delivered and will be completed in 2019/20. Design of the proposals for the 200 Mid Valley area bus stops has begun with delivery expected in 2019/20 to 2020/21, subject to securing Welsh Government Local Transport Fund (LTF) funding. So far, **£144k** of LTF funding from WG has been allocated for the Mid-Valleys.

Delivery of new ticket machine infrastructure based on GPS technology for the smaller bus operators was implemented throughout Wales during the first half of 2018. This will provide a wider platform for real time vehicle tracking and integrated ticket solutions (including contactless transactions) in the future. The Council manages the system on behalf of 16 of the 22 Welsh Councils.

Transport for Wales (TfW) are developing proposals for a four trains per hour service on the Ebbw Valley Rail line, which would require significant improvements to Crumlin and Newbridge stations, with a view to delivery by 2024. Details are awaited and discussion with TfW has started.

We completed delivery of the Nelson to Ystrad Mynach - active travel route, and have identified development opportunities for other active and local travel routes.

The Pwll-y-Pant highway improvement scheme (roundabout) is now completed and significant improvement in traffic flows through this busy junction have been recorded, with a significant number of compliments received on the success of the scheme.



The Transport for Wales franchise commits to providing four trains per hour for the Rhymney line between Rhymney and Cardiff, 6 trains per hour between Caerphilly and Cardiff, brand new tri-mode trains (battery, electric, diesel) which will exclusively run emission free (battery or electric only) from Cardiff to Rhymney; with improved Sunday timetables, new digital ticketing platforms and discounted travel for younger people. The new trains will be operational by December 2023.

Stagecoach the bus operators have been awarded an 'Ultra Low Emission Bus' (ULEB) grant from the Department for Transport (DfT) to purchase a fleet of 16 fully electric buses and the associated charging infrastructure to operate the network of local routes in the Caerphilly Basin. These should be fully operational by April 2020.

Feasibility work on an Integrated Transport Hub at Caerphilly, as part of a wider regeneration scheme for the town, is currently being taken forward to stimulate and facilitate new business, retail, leisure and tourist opportunities.

What have we learnt and where do we need to improve?

Due to the number of organisations involved in the Cardiff Capital Region City Deal, governance arrangements are somewhat complex and it has taken time to progress delegation to the Regional Transport Authority, affecting delivery of the Strategic Development Plan.

Progress with formalising the working relationship with Welsh Government (WG) and Transport for Wales (TfW), particularly for the development, prioritisation and delivery of Metro plus schemes, has been slow.

However, it is anticipated that the Welsh Government's White Paper on 'Improving Public Transport' and consideration of an all Wales Joint Transport Authority, will provide the forum to clarify and agree this and to secure a sustained form of multi-year funding to support it. There are some challenging timescale requirements to spend the WG element of funding by the year end and the possibility of similar difficulties in future years.

The Council like other public bodies is under extreme financial pressure, particularly with regards to revenue funding, and this has led to cuts in the budget for subsidised bus services and the introduction of bus station departure charges, which may well result in a contraction of the bus network, which may contribute to isolation in some communities.

What impact are we making?

The collaborative/partnership working and stakeholders involvement across the region, should see enhancements to our transportation infrastructure and the communities it connects over time. Most schemes proposed within this objective are medium to long-term in nature, so no major impacts are identifiable at present, although we have enhanced some fluidity (improved connectivity and flow of traffic) to the highways and footpaths network. (See example case studies below).

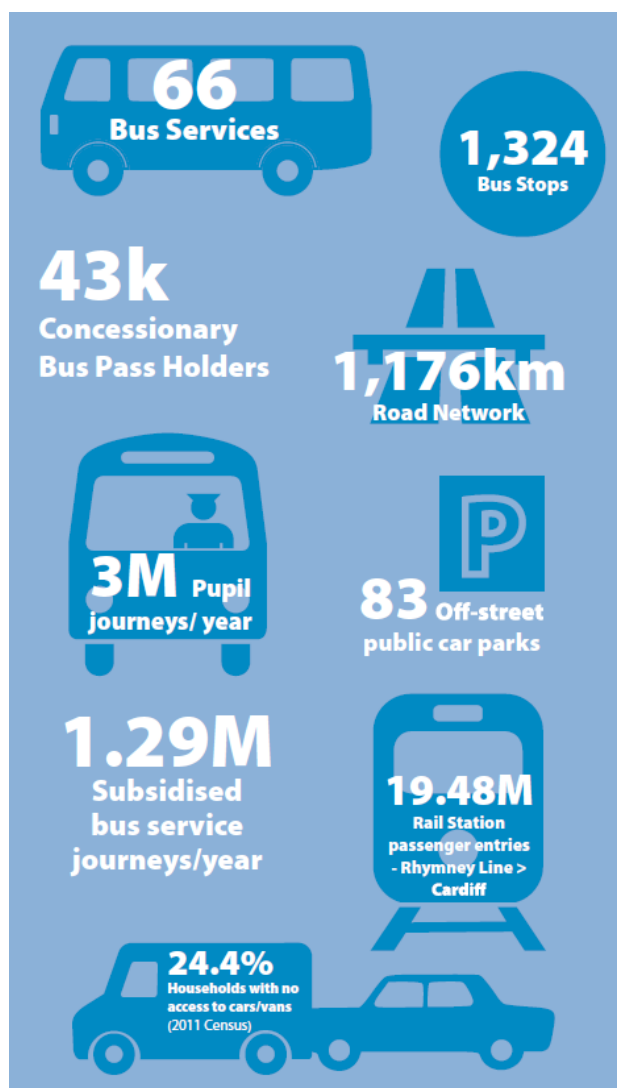
Delivery of this objective over time should contribute to and have impacts on:

- Improved connectivity (cohesive communities)
- Enhanced freedom of movement (gateway to opportunities)
- Jobs prospects
- Inward investment
- Quality of life (healthier environments)
- Prosperous and sustainable communities
- The resilience of our communities and citizens
- Our Global Responsibility through making best use of available technologies

What is our future focus?

We will continue the collaborative and multi-partner agency work to deliver on the six outcomes listed for this objective. We have an action plan to monitor the progress and our Corporate Plan identifies our main projects and the dates for completion. We have reviewed this objective and find it is still relevant and success towards it helps other objectives such as the enabling employment

Some general data (at 2018) worth noting for Caerphilly are:



CASE STUDY

Active Travel Route - Enhancement

A section of an 'Active Travel Route' was completed (2018/19) joining Ystrad Mynach to Nelson, as a result of being awarded funding to carry out works on the INMC17 route outlined in CCBC's Active Travel Plan, to create a continuous footway link from Nelson, to Ystrad Mynach railway station.

The work, began on Monday 29th October 2018, involved introducing two new sections of footway (footpaths), removing the need for pedestrians to cross the busy A472 road, with additional improvements also being made to the existing footway. The works improved the safety of pedestrians using this route, and enhanced the link between these two communities. The work was undertaken in two phases, to minimise disruption to the existing network and highway users, with works predominantly delivered during off-peak hours.

The Active Travel (Wales) Act is a Welsh Government initiative to improve sustainable transport throughout Wales, and looks to achieve higher levels of walking and cycling by promoting them as a mode of transport. This particular programme forms part of this scheme.

For information about Active Travel, refer to the Active Travel webpages:

<https://www.caerphilly.gov.uk/Services/Transport-and-parking/Active-Travel>. A section of an 'Active Travel Route' completed joining Ystrad Mynach to Nelson



We have assessed our objective based on the Future Generation Commissioners 'Journey Checker'. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty. At this time we believe we are **being more adventurous** in delivering this objective and are moving closer to 'owning our ambition', which means we are stepping out of a 'business as usual' mind set and acting to change how things are currently done.

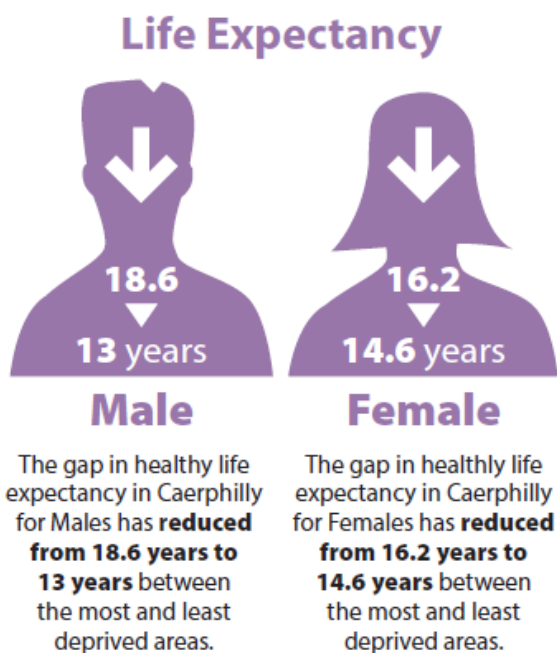


Well-being Objective 5

Creating a county borough that supports a healthy lifestyle

Our Well-being Statement

Our data shows that residents living in areas of higher deprivation have statistically higher levels of ill health and live more years in poor health compared to those who live in the least deprived areas. Life expectancy varies considerably according to where people live within the county borough. Data between 2005 and 2009 evidences the gap for healthy life expectancy,



between those residents living in our most and least deprived communities,

Unhealthy lifestyles arise, at least in part, due to the inequalities in the circumstances in which people are born, grow up, live and work. While progress is being made there is still much work to be done to reduce these inequalities. A significant amount of partnership working has taken place over recent years and has contributed towards this improvement in health inequalities. However, it is important to note that there have been recent changes that have altered the operational focus of this work. This brings with it both challenges and opportunities i.e. changes to Communities First, Flying Start and continuing budget reductions, so we have to look at different ways to support improved health and influence where we can.

What are our outcomes?

1. Aim to reduce inequalities in health across the county borough.
2. Creating a place that supports a healthy lifestyle. Including:
 - Contributing towards the Welsh Government target to reduce smoking prevalence rates to 16% by 2020.
 - Reducing the overweight and obesity rates in children.
 - Understand and address what helps to encourage people to become more physically active.



How have we performed overall in 2018/19?

The objective is judged to be progressing well. Whilst it is difficult to demonstrate impacts on outcomes on a year to year basis, we are able to demonstrate good levels of service user and community participation across a broad range of interventions and initiatives.

The adoption of the Caerphilly Sport and Active Recreation Strategy (2019-29) in November 2018 is a significant milestone. It sets out the future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough, it establishes the key principles and vision which will inform future decisions and actions over the next 10 years. For the purposes of the Strategy we define sport and active recreation as the range of sport and physical activity opportunities provided by Caerphilly County Borough Council in conjunction with our key partners.

What went well?

Flying Start continues to deliver support services to approximately **2500** children in the most disadvantaged areas of the borough annually. For example the responsive feeding team pilot has enabled many mums to access the right support at the right time for their feeding needs reducing anxiety for the parents and ensuring the baby continues to thrive. Other health programmes include baby clubs which include weaning, child development, healthy eating and physical activity information.

The Council's Sport and Active Recreation Strategy recognises the multiple challenges of poor levels of health, particularly in certain areas of the county borough; reducing budgets; the number of facilities we have to maintain and the deteriorating quality of our older buildings; and increasing population and consumer demand.

Over the 10 year life of the Strategy the Council intends to invest in 4 high class strategic multi-functional facilities, which it will manage directly.

The range of opportunity for all sectors of the community to engage with and lead physically active lives continues to expand. The service is making good progress towards its aim of More People, More Active, More Often.

We continue to increase the number of our schools participating in the Daily Mile, which gets children out of the classroom every day to run or jog with classmates making them fitter, healthier and more able to concentrate in the classroom.



During the year a variety of interventions, such as the 'Let's go Girls' campaign (see Case Study page 37) have been delivered by the Sports Development Team.

After a review of the Elite Caerphilly Scheme 2018, athletes are now able to apply all year round as this allows the athlete to access the support at the time of selection rather than at a single point in the year which may not coincide with their selection. This has proven a great success with over 20 athletes currently signed up to the programme accessing our leisure centres.

Disability Sport engaged with over **3,600** participants in 2018/19 offering a variety of opportunities for those with disabilities to take part in sport and physical activity. This contributed to the **84,000** participants that took part in Sport Caerphilly activities during the year.

Our Disability Six Nations, in its 15th year, was held at the Centre for Sporting Excellence. The flagship event was hosted by Sport Caerphilly and Trinity Fields School.

The event has grown significantly in recent years attracting over **320** young people from schools across South Wales for a day of rugby and fun with the Dragons Rugby stars. Former Welsh rugby player, and now WRU Performance Director Ryan Jones, who is a longstanding supporter of the event, also attended. He helped inspire participation in a variety of new activities, such as hitting tackle bags. We were also joined for the second time by the Deputy Minister for Culture Sport & Tourism, Dafydd Elis-Thomas AM, and the leader of Caerphilly Council Cllr David Poole.



The number of recorded visits to our country parks continues to increase. Usage in 2018/19 is the highest level recorded to date, the most popular activity being walking. The country parks are popular facilities that offer a range of experiences and events and the good summer of 2018 undoubtedly increased visits.



We continue to promote access and use of our parks and countryside through cycling and walking and events such as the “Caerphilly Challenge”. Every year the Caerphilly Challenge Series, in conjunction with Caerphilly Adventure Group, Caerphilly Ramblers, Islwyn Ramblers and other partners, sets a serious challenge for walkers and runners that encourages people of all abilities to get out walking in their local natural environment. This year there were **512** entrants with **50** volunteers involved with preplanning and delivery on the day totalling **440+** volunteer hours.

The Healthy Hearts programme, run in partnership with Aneurin Bevan University Health Board, continues to be a popular and beneficial initiative. It is becoming more sustainable as trained volunteers take more of a lead and expand the walking programme, with at least 4 healthy walks taking place each week. Each of these walks attracts **20 – 60** participants.

Data from the National Survey for Wales in 2017/18 showed that adult smoking was at **18%**. There has not been any further data released since then, but the rate of adult smokers has continued to decline over the last decade. Welsh Government’s Tobacco Control Action Plan for Wales (2012) set a target to reduce adult smoking to 16% by 2020.

During the year we have successfully prosecuted three “private sellers” for the sale of tobacco. No sales were made during underage test purchase attempts. We continue to educate traders and

awareness is ongoing, 'No Proof No Sale' advice is issued to new businesses and during programmed inspections.

We want to provide an environment that supports healthy lifestyles within the borough and to help with this, we have adopted and implemented a Tree Strategy to provide a managed approach to risks from trees ensuring that our green and public spaces are accessible and safe. We have put resources in place to enable the strategy to be implemented.



On average it takes us **2.5 days to clear Fly tipping incidents**

Almost **97%** of our highways and relevant land inspected are of a high or acceptable standard of cleanliness.

The infographic features a purple background with white text and icons of a road, trees, and birds.

What have we learnt and where do we need to improve?

Resourcing interventions that will result in a positive shift in population health outcomes is always likely to be a challenge. However, we continue to look for ways to ensure the best and fairest distribution of resources at our disposal and seek to work with partners to maximise collaborative opportunities.

We continue to promote proof of age cards to deter underage sales, but we can no longer facilitate these in schools due to changes in requirements associated with General Data Protection Regulation.

The target of every child swimming 25m by age 11 continues to be a challenge. The service has adopted an intervention at an earlier stage to address a clear gap in participation and progress. The role of schools is vital to support developing this aspect further.

Caerphilly Sport and Leisure Services encourage younger participation in school swimming sessions and therefore in Caerphilly the children that attend school swimming are year 3/4 rather than year 6.



41% of girls now participating in sport & physical activity at least three times a week

71% of girls in Caerphilly are confident of trying new activities (Data from school sport survey undertaken in October)

The infographic features a purple background with white text and icons of a girl running and two girls standing.

What impact are we making?

Whilst it is difficult to evidence the impact that we have made, service user and community participation levels remain good, which should have a positive impact on the health of those participating. Life expectancy is increasing and participation rates are rising.

This objective is all about preventing poor health and building more resilience in our citizens over the life course to enable a better quality of life.

At the heart of people's ability to work, learn and enjoy a good quality of life, good health and well-being is the starting point for all other opportunities and anything we do to facilitate this can only have a positive impact on achieving this objective. For example:

- We continue to increase the number of schools participating in activities such as the Daily Mile which help to engage and motivate all children to be physically active, this will help us to reduce childhood obesity in the borough.

- Feedback from families engaged in Flying Start is very positive and has highlighted their increased awareness of support available to families through the health team
- We want to ensure that all activities are accessible to all. A school sport survey undertaken in October 2018 showed that the gender gap of participation is closing, with **41%** of girls now participating in Sport & Physical activity at least three times a week. The survey also showed that **71%** of girls in Caerphilly are now confident in trying new activities.
- We have recorded the highest levels of visits to our parks and countryside.

What is our future focus?

This objective starts from pre-pregnancy and ages 0-3 within the Flying Start programme, through to healthy places and activities for adults and children.

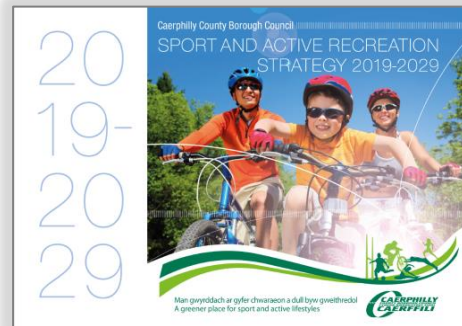
We will continue to encourage physical activity within our communities in the most appropriate and effective ways through support that reaches out and works with others or through specific intervention programmes targeting communities, to create supportive, welcoming, attractive and easy to access activity opportunities.

In addition, next year we will run our health outreach (shared contract) service to deliver responsive feeding programmes and baby clubs as part of child development.

In the summer of 2019 we will run and increase the number of School Holiday Enrichment Programme (SHEP) places. This project provides food, nutrition and physical activity in the summer holidays helping areas that have a high number of children on free schools meals.

Following the adoption of the Caerphilly Sport and Active Recreation Strategy 2019-29 we will now begin to implement some of the actions. Click on the link below;

www.caerphilly.gov.uk/CaerphillyDocs/Consultations/SportActiveRecreation/DRAFTSportActiveRecreationStrategy.aspx



We have assessed our objective based on the Future Generation Commissioner's 'Journey Checker'. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty. At this time we believe we are **being more adventurous** in delivering this objective and are moving closer to 'owning our ambition', which means we are stepping out of a 'business as usual' mind set and acting to change how things are currently done.



CASE STUDY

Positive Futures & Sporting Pathways

'Positive Futures' is a sport based social inclusion programme that supports greater physical activity using sport as a tool to engage young people in local community facilities, and through a referral process from a range of partnership agencies.

This year **700** young people registering with the programme. Our 8 outreach areas, which take place in the hot spots of anti-social behaviour, have worked with Gwent Police to contribute to reducing antisocial behaviour by up to 75%. After engaging with the young people in our communities we linked with some of our local Boxing Clubs to provide outreach provision at the club through Positive Futures. Caerphilly Amateur Boxing Club (ABC) created a new session specifically for the young people from Lansbury Park between 4pm-5pm every Monday. After a programme of school taster sessions we are proud to say that the club has grown in membership and is attracting those who were causing some of the antisocial behaviour in the community.

Sporting Pathways is a targeted approach to helping clubs develop their playing, coaching and volunteer base. Our work with the 16 national governing bodies of sport continues to make a big impact. This year we have seen improvement in boxing in particular, with the likes of Cwmcarn ABC and Caerphilly ABC linking up with the police to reduce antisocial behaviour and increase members at the clubs. We have over **350** skilled and passionate volunteers actively deployed in the community who have delivered over **6000** hours in community sport. This year we invested in a coach observation specialist and the results have been amazing. Yet again our workforce development pathway is turning out some of the best coaches in Caerphilly with Alice Corden achieving Welsh Gymnastics' Young Leader of the Year in 2017, Sport Caerphilly Young Volunteer of the Year 2018 and shortlisted for the British Gymnastics 2019 National Young Leader of the Year.



CASE STUDY

Let's Go Girls

Sport Caerphilly's Lets Go Girls programme has experienced fantastic success over the last year, with over 5,000 women and girls engaging in sport as a result.

The Lets Go Girls programme has enabled women throughout Caerphilly to participate in new sports, or get back into sports that they once participated in. A total of 63 women have enjoyed re-starting netball as a part of the Get Back into Netball sessions, with participants going on to join a social league, as well as 3 women's cricket clubs emerging in the borough and a social cycling club- 'Caerphilly Biking Bellas' which has 63 members.

Hooked on Hoci provided primary school teachers with the ability to deliver hockey in a fun environment and support that transition of children from schools into their local clubs. 22 schools have received 6 sessions of Hooked on Hoci with a total of 1,745 individual participants and 22 teachers attended the 4689 training course.

'Mams and Prams' sessions have also proved popular - targeting women who live in isolated communities and who may be suffering with post-natal conditions, to get out and about in New Tredegar.

The Lets Go Girls 10 week weight loss programme also had impressive results, with 100% of participants now physically active. Cllr Nigel George, Cabinet Member for Neighbourhood Services said: "I am delighted that the Let's Go Girls programme has enabled more women and girls in Caerphilly county borough to be more active, more often and I look forward to seeing how the programme progresses in the future".



Well-being Objective 6

Support citizens to remain independent and improve their Well-being

Our Well-being Statement

This objective is about supporting all citizens in the County Borough to remain independent and improve their overall Well-being. In order for us to do this we aim to deliver the following key principles;

Provide support at the lowest level to reduce the need for statutory services or interventions. Provide information and advice aimed at helping people to help themselves. Signposting people to community based and third sector services wherever appropriate to do so.

Facilitate 'what matters' conversations with people referred for support to ensure services are aware of what the individual actually wants and would benefit from. Identify personal outcomes and provide services to enable people to achieve these outcomes.

Only provide Care and Support to those people whose needs can and can only be met through the provision of Social Care services. Continue to safeguard and protect those most vulnerable people.

What are our outcomes?

1. Support people to help themselves by providing comprehensive advice and information including signposting to other services.
2. Have meaningful conversations to help people identify 'what matters' to them to inform outcome focused planning.
3. Provide support to reduce the need for higher tier statutory interventions.
4. Identify and support carers.
5. Improve the recruitment of Foster Carers and Shared Lives carers.
6. Continue to identify opportunities to work collaboratively wherever appropriate.

How have we performed overall in 2018/19?

The objective is judged to be progressing well. In many areas, the outcomes have already been completed and are now considered core business of the Directorate. In the remaining areas performance against the outcomes is on track to deliver this well-being objective and most importantly, there are no emerging risks to report.

CREU CYMUNEDAU GOFALGAR CREATING CARING COMMUNITIES



What went well?

We have been supporting people to help themselves by providing comprehensive advice and information including signposting to other services; and having meaningful conversations to help people identify 'what matters' to them to inform 'their choices'.

All of our citizens where in the county borough are supported to receive the most appropriate care and support at the most appropriate level and at the most appropriate time to best meet their identified needs.



We have invested in the DEWIS Cymru web base system, this is an online support resource that can help you think about what matters to you, and gives information about the people and services in your area. DEWIS is a central place to go if you want information about your well-being, or if you want to know how you can help somebody else.

We would like to reduce unnecessary admissions to hospital, so working across the Health Board region, a pan Gwent Home First Service has been developed in both the Royal Gwent and Neville Hall Hospitals. The primary purpose is to provide timely Information Advice & Assistance (IAA) support at the front door to avoid admission to a Ward.

In addition, we have recruited Emergency Care at Home staff to provide a bridging service to enable people to be discharged from hospital whilst they are awaiting a package of domiciliary care (homecare) to be provided.

The Discharge to Assess (D2A) scheme was piloted in Ysbyty Ystrad Fawr with a view to reducing the amount of time people spend in hospital unnecessarily who can be safely discharged back to the community with no or minimal formal support, or with their existing care package, and be followed up at home. The Scheme was positively evaluated and recognised as national good practice by Aneurin Bevan Continuous Improvement Centre and is now an established pathway.

With the help of additional Welsh Government funding, the Edge of Care service in Children's Services has been expanded to include additional support workers, a Child Psychologist and Education Workers. The service aims to prevent children and young people entering the Looked After system.

To Identify and support our carers we have dedicated Carers Officers within Social Services that have raised the profile of caring across the county borough, making full use of social media to identify carers and to organise support events including pamper days and outings.

Also the support for Young Carers continues to be delivered through a commissioned service provided by Barnardo's.



One of our aims is to improve the recruitment of Foster Carers and Shared Lives Carers. Shared Lives schemes support adults with learning disabilities, mental health problems or other needs that make it harder for them to live on their own. The schemes match someone who needs care with an approved carer. Some people move in with their Shared Lives carer, while others are regular daytime visitors.

Applications for both Fostering and Shared Lives schemes have continued to increase year on year and our Shared Lives Scheme has had a net increase of 19 carers since April 2018.

The Fostering Service has had a net increase of 15 carers – the first net increase to be reported since 2013.



Continuing to identify opportunities to work collaboratively wherever appropriately, we have made bids for and the management of both the Integrated Care Fund and Transformation Grant funding schemes. These are good examples of priorities being set and agreed regionally which will hopefully lead to new and innovative practice developments in the future.

Caerphilly has led the delivery of a regional advocacy service of children and young people across Gwent. This service works with children and young people to support those who need to be heard in order to promote social inclusion, equality and social justice. We also provide a wide range of things to do and places for young people aged 13 to 19-years-old to go to, all of which can be enjoyed out of school hours, run by the Caerphilly Youth Service and other partner agencies.

We have developed a Strategy for Learning Disability, which has recently been approved by the Regional Partnership Board. We are involved in the development of a Gwent wide roll out of a therapeutic model of foster care and residential care based on the Torfaen and Caerphilly MIST model. MIST is a child & adolescent mental health service for looked after children with complex needs.

We have also implemented a Gwent wide ISCAN (Integrated Services for Children with Additional Needs) service model. ISCAN is a multi-agency service where professionals from health, education, children's services and voluntary agencies work together to provide a service for children and families with additional needs. As a result families have a more joined up service, improved access to all services and a greater focus on early prevention & intervention.

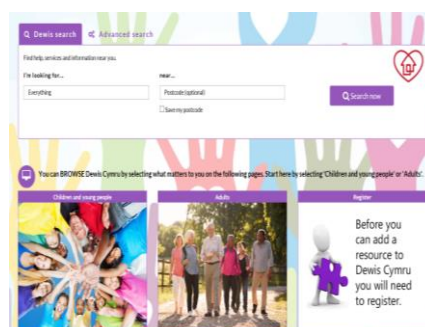
What have we learnt and where do we need to improve?

We need to continue to support the work of Families First and the Welsh Government Tackling Poverty programmes to provide support to families at a preventative and early intervention level.

We need to support individuals in hospital with housing related support (including those who may be homeless at point of discharge). We will do this via our Supporting People service, who will continue to monitor and provide services to those individuals who require support whilst in hospital.

We have learnt that the **Community Resource Team** is having a positive impact on the community by providing services to prevent admission to hospital and successfully discharging people back into the community. For data on this, refer to the future focus section and the Discharge to Assess model.


We want to further develop the 'DEWIS' web base to ensure it becomes the 'go to' site for people to access information in order to 'help themselves'. A dedicated Officer has been appointed using the Integrated Care Fund to support the further development of DEWIS as the 'go to' site.



What impact are we making?

The right care and support provided to citizens in the right place at the right time, will undoubtedly improve the well-being of those individuals, their families and carers.

At the end of March 2019, the number of carers (including young carers) we have supported is



Adult carers = 1130
Young carers = 58

All staff have received 'what matters' training in line with a National Programme supported by Social Care Wales and Welsh Government. By finding out what 'matters to people' we can help them get the right outcomes and solutions.



What is our future focus?

Demand for Social Care services is increasing with the ageing demographics and more challenging pressures facing families.

It is clear that social care is increasingly important area for Welsh Government and there a number of priorities emerging which point to the future direction for the provision of services.

A major priority is an increase in the amount of integrated working between social services staff and staff from Aneurin Bevan University Health Board.

To help with this agenda Welsh Government have made grant funding available via the Transformation Fund and the Integrated Care Fund to help us create new schemes for joint working.

A major part of this work has been the creation of integrated well-being hubs in the north of the county borough, once this model is finalised it will then be rolled out across the rest of the borough.

The hubs will provide a range of activities and services, help build more resilient communities, transform existing unused buildings, involve local people in decision making and provide a focus for community led regeneration.



Future – Discharge to Assess (D2A)

Those who are medically fit are discharged back into the community in a timely and safe way, where they are assessed in their own home to promote their independence by having the right conversations.

During the first six months of the pilot, 31 individuals in total were discharged via D2A. The breakdown is shown below;



71% of patients were discharged home with the support of D2A within 24 hours, with a further 11% within 48 hours. Of those supported via D2A, over 80% went on to be independent at home and required no formal care and support.

Due to the success of the pilot, D2A has now been adopted as a discharge pathway, with dedicated staff from the Community Reablement Team attending daily hospital ward rounds to facilitate timely and safe discharges.



D2A has been recognised by a number of agencies as a model of good practice, with Aneurin Bevan Continuous Improvement Centre requesting we work with them to produce a video to promote this way of working.

A real example of how 'D2A' works is Mrs X. Mrs X was a 94 year old frail lady admitted to hospital with a bad infection. She was a very independent lady and it was her wish to go home, but due to her recent decline in health concerns were raised how she would manage once home.

D2A staff supported Mrs X to be discharged from hospital and carry out an assessment within her own home. The client had a very good network of friends and neighbours who visited daily and with their support during the first few days after discharge, Mrs X settled back into her usual routine and did not require any ongoing formal care and support.

We have assessed our objective based on the Future Generation Commissioner's 'Journey Checker'. The Journey Checker is a way of assessing how well we are developing and delivering our objective within the sustainable development duty.

At this time we believe we are being more adventurous in delivering this objective and are moving closer to **owning our ambition**, which means we are stepping out of a 'business as usual' mind set and acting to change how things are currently done.



CASE STUDY

It's been a successful year for Caerphilly Fostering Service, according to the findings of an annual report.

Caerphilly County Borough Council's Social Services Scrutiny Committee considered the Fostering Service Update report at its meeting on 18th June, which provided a review one year on from the implementation of a revised fee and payment structure for foster carers.

The revised fee structure, implemented in 2018, saw a significant increase in the weekly payment received by foster carers in the Caerphilly county borough. This new remuneration package, combined with a marketing campaign, has resulted in the first net increase in the number of placements offered; with 15 additional foster care households offering 20 placements during 2018/19, as well as 10 prospective carers who are currently undergoing the assessment process.

Due to a lack of foster carers, the service previously relied heavily on Independent Fostering Agencies to provide placements. However, the council's success in recruiting foster carers over the past year has seen the use of Independent Fostering Agencies reduce by 16 placements, resulting in a saving to the council of around £500,000.

Cllr Carl Cuss, the council's Cabinet Member for Social Care and Well-being, said "Foster carers play a vital role in supporting some of our most vulnerable children; helping them to reach their full potential.

The new remuneration package, combined with the efforts of the council's Fostering Service, has seen significant successes over the past year in the recruitment and retention of foster carers.

There is still a need, however, for more foster carers in the county borough and I encourage anyone interested in making difference to a child's life to contact Caerphilly Fostering Service for more information on this highly rewarding role."

For more information text 'foster' to 78866
Call 0800 587 5664 or visit www.caerphilly.gov.uk/fostering



CASE STUDY

A social services officer who has spent the past 30 years working to improve lives has been recognised with an MBE in this year's Queen's birthday honours list.

Rose Brown, Manager of the South East Wales Shared Lives scheme, is being awarded an MBE for her services to social care.



Rose's career in social services has included previous roles in day services, as Assistant Social Worker and Adult Placement Officer before taking up her current role when the Shared Lives scheme launched in 2010.

Shared Lives is a scheme delivered and led by Caerphilly County Borough Council and covering the 6 local authority areas in south east Wales.

Through the scheme carers share their home, family and community life with individuals to support them to develop and maintain independent living skills, friendships and relationships in their local area.

There are around 200 carers across the region supporting adults with differing needs, including older people, those with a physical or learning disability, and adults with mental ill health.

Cllr Carl Cuss, Caerphilly County Borough Council's Cabinet Member for Social Care and Well-being, said "I'd like to congratulate Rose on this incredible achievement.

The Shared Lives scheme is making a huge difference to individuals' lives and Rose has been a driving force behind the programme since it began.

Rose's colleagues describe her as a passionate and tenacious person who does whatever it takes to reach a positive outcome for individuals; just some of the reasons for her nomination."

Positive comments received by Social Services

Customer who contacted the Information, Advice & Assistance Team (IAA)

He rang IAA to discuss a referral in relation to his father and said that your advice and engagement was extremely positive. He confirmed that you covered a wide range of options and agreed to contact him later in the week which you also did. He was extremely complimentary about you and your level of professionalism.

Telecare customers

"The tenants informed me that your call handler was very professional and courteous and dealt with the issue promptly. Also the follow up calls that were made by yourselves were very reassuring for the tenants."

Family member of a resident, receiving respite care at of Min Y Mynydd

"XXX was contacted by us at a very difficult time, my 86 year old mum who has Alzheimer's was staying at my house, by the 5th day mum did not know who I was, I became distraught and could not cope. XXX came to my house and met my family to assess the situation, I had a "carer's breakdown" XXX acted very quickly and arranged for my mum to go into a respite home. It was very traumatic for all of us but XXX has a gentle, caring nature and arranged everything. XXX is a very approachable and easy to contact, he has been a huge support to myself and my family".

Family member of a customer - North Older People's Team

"XXX has now moved to her chosen home and is safe, happy and contented. I do not believe we would have achieved this outcome without the help and guidance of XXX and her team. These transitions are difficult at best and the empathy, professionalism and courtesy of those we must deal with can make a huge difference to how we feel. XXX and I feel fortunate to have been so well looked after. The service we have received has been of a high quality and XXX and I are both extremely grateful to you and your team for the work that you do and would ask you to please pass on our thanks.

Customer on her support received from the Drug and Alcohol Team

He rang IAA to discuss a referral in relation to his father and said that your advice and engagement was extremely positive. He confirmed that you covered a wide range of options and agreed to contact him later in the week which you also did. He was extremely complimentary about you and your level of professionalism.

Email to the Carer's team

"Info day at Caerphilly castle on 20th Sept, was very helpful, as a new carer, I seemed to be in a minefield 'where do you get help & advice'. But after speaking to reps from different areas, I now feel less daunted about being a carer. I now know there is help and advice out there. Reassurance of what is available & where to gain help & advice when needed. I will be attending local carers support groups. Good to know I'm not on my own."

Performance Comparison 2019/20

How we performed nationally in 2018/19

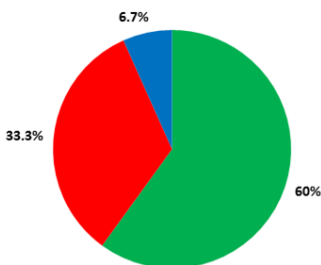
Every year all Local Authorities in Wales submit a set of measures called PAMs (Public Accountability Measures) to Data Cymru.

These measures are used by Data Cymru to compare performance across Wales in these particular areas of work. It is important to note that not all measures can be compared. The way data is counted can change year on year, new measures are added, whilst others drop off. Not all local authorities submit all of the data so comparison data can be incomplete.

There are 35 measures in the total set and we can currently compare 19 across Wales, with ranked position. Of those we can compare 14 year on year against our performance in the previous year. As many of the 35 measures are taken from other national data sets, which have their own timeframes, many won't be available to the PAM set until the end of 2019.

To find out more information on our performance and other Councils performance, please go to [My Local Council](#)

The following data shows how we compared against our 2017/18 results.



3.9% of principal A roads in Caerphilly were in overall poor condition in 2018/19 this was a reduction of 0.7% from the 4.6% as reported in 2017/18. The All Wales Average of 4.6%. We are **13th in Wales** this year.

3.4% of our B roads Caerphilly are in overall poor condition, in 2018/19 this was a reduction of a 0.2% from 3.6% as reported in 2017/18. The All Wales Average is 4.5% and we are **4th in Wales** this year.

6.6 % of C roads in Caerphilly are in overall poor condition in 2018/19, this was a reduction of 0.7% from 7.3% as reported in 2017/18. The All Wales Average is 14% and we are **8th in Wales** this year.

96.5% of Caerphilly highways were of a high or acceptable standard of cleanliness in 2018/19, an improvement of 0.1% compared to 96.4% in 2017/18. The All Wales Average is 94% and we are **9th in Wales** this year.

95.7% of food establishments in Caerphilly county borough were 'broadly compliant' with food hygiene standards in 2018/19, an improvement of 0.9%, compared to 94.8% in 2017/18. The All Wales Average is 95.7% and we are **11th in Wales** this year.

11.3% working days/shifts per full-time equivalent (FTE) local authority employee were lost due to sickness absence in 2018/19, an improvement of 1% compared to 12.3% in 2017/18. The All Wales Average of 10.5% and we are **16th in Wales** this year.



Secondary school attendance in Caerphilly improved by 0.1% in 2018/19 from 93.3% compared to 93.4% in 2017/18. The All Wales Average is 93.9% and we are **18th in Wales** this year.



It took an average of 252.6 calendar days taken to deliver a Disability Facilities Grant (DFG) in Caerphilly in 2018/19, and improvement of 39.7 average calendar days when compared to 292.3 in 2017/18. The All Wales Average is 207.3 and we are **17th in Wales** this year.



There were 7,292.8 visits to leisure centres in Caerphilly per 1,000 population in 2018/19, an increase of 101.3 visits compared to 7,191.5 visits in 2017/18. The All Wales Average is 9,258.6 visits per 1,000 population and we are **20th in Wales** this year.



We determined 86.4% (748) of the 866 planning applications in the required 8 week timeframe, a 2.1% decrease compared to 88.5% in 2017/18. The All Wales Average is 88% and we are **16th in Wales** this year.



75 % of appeals against planning application decisions were dismissed in 2018/19 a decrease of 2.8% compared to the 77.8% in 2017/18. The All Wales Average is 67.6% and we are **2nd in Wales** this year.



2.3% (36) of the 1,575 Empty private sector properties in Caerphilly were brought back into use during the year via direct action by the local authority, 2.4% less than 2017/18 when 4.7% were brought back. We are **14th in Wales** this year.



Primary school attendance in Caerphilly has marginally decreased over the last academic year 2017/18 (data year 2018/19) to 94.5% from 94.7% in academic year 2016/17 (data 2017/18). The All Wales Average is 94.6% and we are **14th in Wales** this year.



We prevented 471 (out of 624) of households threatened with homelessness in from becoming homeless in 2018/19 which equated to 75.5%. The All Wales Average is 67.9% and we are **3rd in Wales** this year.



We lost 1.8% (£979,916) of potential rent from lettable accommodation remaining empty and collected a total of £54,717,459 of rent in 2018/19. The All Wales Average is 2.1% and we are **6th in Wales** this year. **(New PI)**



We completed 28,182 housing repairs in an average 9 calendar days in 2018/19. The All Wales Average of 15.1 calendar days and we are **3rd in Wales** this year. **(New PI)**



2.2%, (40) of the 1,853 year 11 leavers in Caerphilly were known not to be in education, training and employment (NEET). The All Wales Average is 1.6% and we are **20th in Wales** this year. **(New PI)**



The Average capped 9 score in Caerphilly was 327.2 for pupils in year 11. The All Wales Average of 349.5 and we are **19th in Wales** this year. **(New PI)**



It took an average of 2.5 days to clear the 1,949 incidents of fly-tipping reported to the Council in the 2018/19. The All Wales Average is 2.2 days and we are **12th in Wales** this year. **(New PI)**

Managing your Money 2018/19

The Council is the largest employer in the area with 8533 staff, including 3425 in schools, 10,717 council houses and providing approximately 800 services to our communities. We also maintain 835 buildings, including 87 schools, 10 leisure centres, 18 libraries, and 64 sports pavilions. These vital public services are funded from the Council's Revenue and Capital budgets, which for 2018/19 totalled £448million.



2018/19
£448
Million

The Council plans and approves its budgets on a 5-year financial planning cycle, which takes account of historical trends and spending patterns, national and local initiatives and access to multiple funding sources, some of which change year-on-year.

Due to the ongoing programme of austerity and increasing demand for a number of services, the financial position for local government has been very challenging in recent years. During the period 2008/09 to 2018/19 the Council has delivered savings of **£88.91million** to address reductions in funding and inescapable cost pressures. Furthermore as a result of budget reductions the number of staff employed by the Council has reduced from 9543 in 2014 to the current level of 8533.

Delivering savings has not been an easy task; however, the Council has approached the challenge proactively and prudently and previously agreed a number of financial planning principles to help guide its decision-making.

These principles have recently been refreshed and are now as follows:

- We will seek to protect services for the most vulnerable whilst continuing to evaluate all other services.
- We will limit the impact of cuts on front-line services where we can whilst continuing to reduce expenditure and explore opportunities to generate new sources of income.
- We will adopt a longer-term approach to financial planning that considers the impact on future generations.
- We will need to accept that we will not be able to maintain existing levels of service but will introduce more innovative ways of working through the use of emerging technologies.
- We will engage with our communities to understand their needs and explore options to deliver some services through collaboration, partnerships, community trusts etc. to ensure that communities remain resilient and sustainable in the longer-term.

In 2018/19 the Council received a small increase of 1.37% in the funding it receives from the Welsh Government (WG), however it also had to deal with a range of additional unavoidable cost and service pressures.

As a consequence of these pressures, the Council agreed savings totalling £6.736million for the 2018/19 financial year.

The savings were selected on the basis that they would have a limited impact on front-line services and would protect the priorities agreed by the Council.

Where does our money come from?

The majority of the money that the Council receives comes from the Welsh Government in the form of a Revenue Support Grant.

Added to this is the money we collect from our residents and businesses in the form of Council Tax and National Non-Domestic Rates (Business Rates). The table below shows the income received for the 2018/19 Financial Year.

Income	2018/19		
	Budget £m	Actual £m	Actual %
Revenue Support Grant	210.21	210.21	63.04
Business Rates	57.03	57.03	17.10
Council Tax	63.40	64.81	19.44
Contribution from Reserves	1.40	1.40	0.42
Total	332.04	333.45	100.00

How do we spend our money?

Revenue	2018/19		
	Budget £m	Actual £m	Actual %
Corporate Services	68.58	63.57	19.85
Education & Lifelong Learning	124.56	125.46	39.17
Communities	51.10	50.87	15.88
Social Services and Housing	87.80	80.41	25.10
Total	332.04	320.31	100.00

The Council manages two main categories of expenditure i.e. **revenue** (every day running costs for services) and **capital** (specific costs for updating and maintaining key assets and implementing major new projects).

For the 2018/19 financial year the council's revenue budget was £332.04million. During the year budget holders have been mindful of the continuing programme of austerity and expenditure has been curtailed in a number of areas to support anticipated savings requirements for future years. This prudent approach has resulted in a number of savings being achieved in advance and underspends therefore being higher than would normally be the case.

The reported revenue budget underspend for 2018/19 was £11.735million. This includes an underspend of £5.461million for the Housing Revenue Account (HRA) which is a separate statutory ring-fenced account representing the rent paid to the Council for its housing stock and the expenditure to fund the upkeep of these properties.

The HRA underspend will be carried forward into 2019/20 and used to partially fund the £260million investment being made by the Council to achieve the Welsh Housing Quality Standard by 2020.

2018/19 saw an overspend of £0.550million for schools; this has been funded from accumulated school balances held from previous financial years.

Capital Expenditure varies year-on-year and budgets are allocated from specific funding sources. The table below provides a summary of capital budgets and capital expenditure for the period 2018/2019.

Capital	2018/19		
	Budget £m	Spend £m	Actual %
Education	9.77	5.57	7.08
Highways	17.24	11.06	14.07
Housing Stock (Public)	51.97	51.97	66.10
Private Housing	4.95	2.23	2.84
Social Services	4.55	1.36	1.73
Community & Leisure	3.67	1.57	2.00
Other	24.08	4.86	6.18
Total	116.24	78.62	100.00

The 2018/19 capital underspend of £37.6m is mainly due to delays in progressing schemes and this funding has been carried forward into the 2019/20 financial year to enable schemes to be completed.

Full details of the 2018/19 underspend for the Authority is available on our website www.caerphilly.gov.uk

Future Financial Outlook

Caerphilly CBC's budget for the 2019/20 financial year was approved by Council on the 21st February 2019 and this included further savings of £13.92million to ensure that financial commitments can be met and that a balanced budget can be achieved.

The Council has strived to limit the impact of savings on front-line services. However, due to the scale of the ongoing financial challenge this is becoming increasingly difficult and in recent years savings have been required in a number of areas that impact on the public.

The funding situation for Local Government is unlikely to improve for some time so the Council has adopted a prudent approach of producing an indicative five-year Medium-Term Financial Plan.

In addition to the approved savings of £13.92million for the 2019/20 financial year it is currently anticipated that further savings of circa £44million will be required for the four-year period 2020/21 to 2023/24.

Significant work is already underway to identify a range of further savings proposals, with particular emphasis on the 2020/21 financial year where savings of up to £15.66million may be required.

This is clearly extremely challenging and it is inevitable that some very difficult decisions will need to be made. In looking to develop proposals to address the financial challenges moving forward it is widely accepted that the Council cannot continue as it is.

There is a need to examine the way in which we use our resources to deliver the services required by our communities across the county borough. The financial position combined with an ever increasing demand and expectation by the public

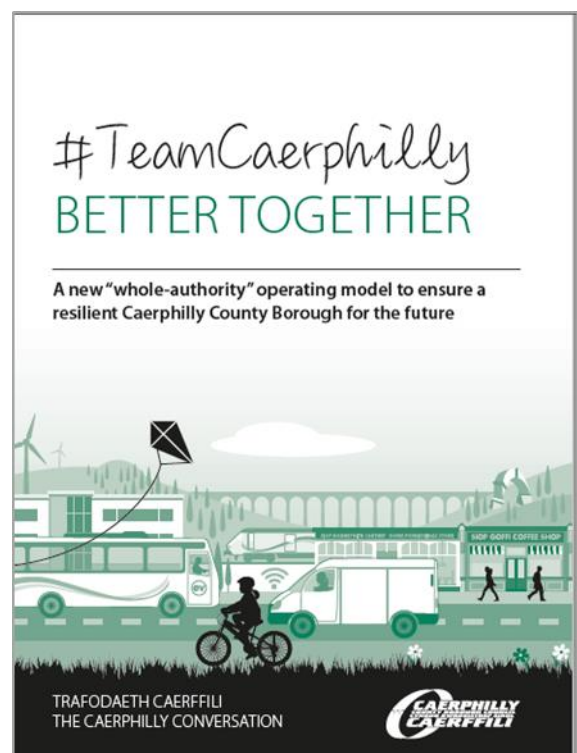
represents a significant challenge.

At its meeting on the 12th June 2019 the Council's Cabinet approved the Future Caerphilly Transformation Strategy, which is being launched as **#TeamCaerphilly – Better Together**.

This Strategy will be a key strand in helping the Council to maintain financial resilience and will be integrated into our medium-term financial planning moving forward.

The Strategy sets out details of a major transformation programme to examine how services are prioritised, how they can become more business efficient, to explore opportunities for greater customer focus and digital delivery, and to consider alternative delivery models and seek out commercial opportunities.

Furthermore, to enable the Council to continue providing high quality value for money services in an environment that will require new approaches and new skills, a new relationship will need to be built with staff and within our communities.



How we are working towards improved Equalities and the Well-being of our Future Generations

After an intense development period, coordinated by our Corporate Policy Unit, the Caerphilly Public Services Board (PSB) launched its five year Well-being Plan in May 2018. We are a key partner along with other public sector bodies; police, fire health etc. The Plan sets out objectives that are designed to improve the county borough for its residents and maximise how the Caerphilly PSB contributes to the well-being goals for Wales.

The Well-being Plan has 4 themes, Positive Change, Positive Start, Positive People and Positive Places. We have jointly developed a Delivery Plan which details what actions we will put in place to deliver on these overall themes in collaboration with our partners.

There are 4 building blocks called Enablers, these are a means to an end or a way of working to help deliver sustainable actions. The 4 Enablers are:

1. Working together - across all partner organisations to minimise duplication and share resource and join up work for the best outcome for the public.
2. Communications and engagement - so we jointly communicate and share messages.
3. Procurement and commissioning - to ensure we work together to get value for money across joint purchasing and maximising community benefits wherever possible.
4. Asset management - making best use of all our joint assets and in ways that reduces energy use.

There are 5 Action Areas for cross public sector delivery:

1. The Best Start in Life - investing in the early years of a child's life.
2. Volunteering and apprenticeships - develop a co-ordinated programme of volunteering and establishing an all age apprenticeship programme.
3. Good health and well-being - improve joint working with an emphasis on prevention of current and future health challenges.
4. Safer, resilient communities - support our most disadvantaged communities to be resilient and help them to help themselves, support housing partners to deliver sustainable homes, create safe and confident communities.
5. Protect and enhance the local natural environment - protect and promote our natural environment, encouraging community involvement and removing barriers to accessing green spaces.



Each Enabler and Action Area is led by a PSB partner organisation. Groups have been established to drive forward each area, and action plans have been developed setting out key actions, targets and reporting, including importantly the difference they are making.

Following the launch of the Plan, our priority now is to focus upon harnessing the culture within the organisation to maximize the '5 ways of working' (below) and embed them fully into decision making. This will include delivering a wide range of training and development opportunities for people to embed the sustainable development principles within their thinking.

The 5 ways of working are:

1. Involvement
2. Collaboration
3. Long Term
4. Integration
5. Prevention

As an example of PSB activity we have made some notable progress in sustainable travel work:

- We are carrying out activities like offering free breakfasts during National Bike week to encourage staff to give commuting to work by bike a go.
- Environmental Health have supported National Clean Air Day for staff cycling/walking or using public transport to commute to work. It all helps to encourage people to try other forms of commuting.
- We have electric bikes (and normal bikes) available on our Cycle to Work Salary Sacrifice Scheme, this has recently been relaunched with Cycle Solutions, our new provider.

- We have approved an Electric Vehicle Strategy and Action Plan. As part of the delivery of this we have led on a Gwent wide study to identify potential locations for electric vehicle charging points. This has resulted in a bid for funding from the Office of Low Emission Vehicles (OLEV). We have also led on a Gwent wide study looking at the fleets of PSB member organisations. As part of this we are working towards integrating electric vehicles into our fleet and have trailed electric pool vehicles. We have pool bikes for short work based journeys along with shower and storage facilities.

For further information on Caerphilly's Public Services board progress 2018/19 please go to the link below:

<https://your.caerphilly.gov.uk/publicservicesboard/>

Case Study - Greener Transport Solutions

Early collaborative activity has resulted in the Climate Ready Gwent Group moving forward on the electric vehicle agenda and leading the way across South East Wales. Caerphilly CBC has taken the lead on the electric vehicle work for the Gwent PSB and wider partnership work. Funding was secured to undertake a Gwent regional electric vehicle charge point feasibility study on behalf of the five Gwent local authorities, Gwent Police, South Wales Fire & Rescue, Aneurin Bevan University Health Board and NRW. The study has identified suitable sites for EV charging for residents with no off street parking, and workplace sites.

The results of the study were used to submit a Gwent regional bid to OLEV (Office for Low Emission Vehicles) On Street Residential Charge point fund, to install EV charging in car parks close to residential areas with no off street parking.

The Policy Team also secured funding from Welsh Government's Decarbonisation Team to undertake a Gwent regional fleet review on behalf of the five Gwent local authorities, Gwent Police, South Wales Fire & Rescue and Aneurin Bevan University Health Board to identify fleet vehicles that could potentially be replaced with electric vehicles. The study also looked at the opportunities and potential financial savings by the implementation of pool vehicles to reduce grey fleet mileage (mileage from employees using their own personal vehicles on work related trips).

Alongside this we are also involved in a Welsh Government funded hydrogen fuel cell fleet study for Gwent PSB fleets. Moving forward we will look at the key findings of the studies and identify opportunities for piloting ultra low emission vehicles amongst Gwent PSB fleets.

Electric vehicles contribute to several of the Well-being goals within the Well-being of Future Generations Act (Wales) 2015, including:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A globally responsible Wales

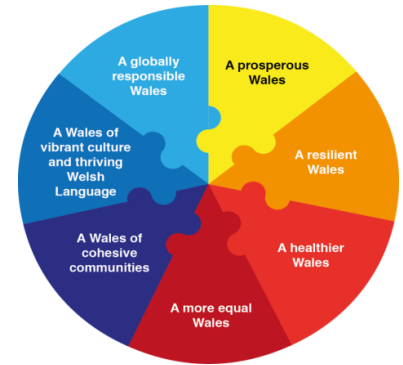
Electric vehicles infrastructure is also consistent with the five ways of working as defined within the sustainable development principle in the Act.

Collaborative working will enable us to deliver a strategic regional approach to charge point infrastructure across Gwent.

Collaborative working will also allow us to develop regional procurement for electric vehicle infrastructure and electric vehicles and secure funding to bring investment into Wales. It will support PSB partners to meet decarbonisation targets, improve local air quality and help to keep external funding in the local economy.

Well-being of Future Generations update 2019

It is two years since the introduction of the Well-being of Future Generations Act (Wales) Act 2015 and as a public body we are required to set objectives within the sustainable development principle, known as the 'five ways of working'. Our Corporate Plan gives considerable detail on the way we used the five ways of working to develop our objectives and how they maximise contribution towards the 7 National Well-being Goals.



In addition to the setting of Well-being Objectives the guidance suggests we need to change how we carry out the 7 organisational activities below within the five ways of working;

-  Corporate Planning
-  Financial Planning
-  Workforce Planning
-  Procurement
-  Assets
-  Risk Management
-  Performance Management

The activities above are not an end in themselves but require a 'change of thinking' in how they are viewed. For example our **Risk Management** was previously analysed in a more short term way, now we look to see how this risk would play out if left unaddressed over the longer term, so for example in Education the risk to a child who does not achieve enough to have better life chances is now a long term (25 year) risk, rather than a yearly analysis of educational attainment.

Our **Performance Management** reporting is evolving, rather than write separate reports on separate topics at separate times we are developing reporting on a range of issues at one time to see if there is cause and effect and to understand what is performance affected by to understand root causes, this is part of prevention. A longer term aspiration would be to develop performance in a way that embeds collaborative data for delivery of objectives.

We have revised our **Asset Management** (property and land) strategy to manage assets within the sustainable principle including at looking at our assets alongside the assets of our public sector partners. This over-arching approach is supported by developing a range of service asset management plans. We are also developing a carbon reduction/energy plan.

Procurement has made great strides in its programme for procurement including a digital agenda which supports reduction of carbon use.

Workforce Planning has started with some simple changes such as implementing an agile working policy, however **Workforce** and **Financial Planning** requires more work in following the sustainable development decision making process, although our Financial Planning is now building on our Medium Term Financial Plan (MTFP) principles to look at how our planning impacts on the well-being of future generations. The Wales Audit Office are reviewing some of our 'steps' to see how we are delivering within the principles and the Future Generations Commissioner has provided some advice on how we can do more with our objectives to expand how make greater changes in Caerphilly and beyond.

Equalities Update 2018/19

We continue to work on providing greater Welsh Language choices and are progressing well on the Five-Year Welsh Language Strategy.

A piece of work completed in partnership with a number of organisations under the Strategy is the development and publication of a booklet entitled *'Becoming Bilingual in Caerphilly County Borough – Thinking about sending your child to a Welsh medium school?'* The booklet gives parents and prospective parents advice a guidance on the options available to them when considering whether to send their child to a Welsh medium school.

The Recruitment and Selection Guidance has been updated to give clearer information to managers when recruiting around undertaking a Welsh language Skills Assessment to employ a greater number of Welsh Language speakers.

Compared with last year, the number of recorded Welsh speaking staff has increased significantly from 402 in 2017-2018 to 1581 in 2018-2019. The increase can partly be explained by a staff survey undertaken by People Services during the summer of 2017, which asked staff to identify their Welsh language skills based on the ALTE (Association of Language Testers in Europe) Levels 1-5. The ongoing data collection of staff skills is also based on skills levels outlined in the staff survey.

It is worth noting that there has also been an increase in the number of staff accessing Welsh language training, up from 111 to 144. A new course which allows staff to undertake a 10 hour Welsh Taster Course online has helped to give more staff the flexibility of accessing a course that can fit around their work and home life , hence the increase in those accessing Welsh courses.



During 2018-2019, 4 service requests and 4 complaints were received relating to the Welsh language. All were responded to within deadlines.

1 of the 4 service requests related to road markings and the other 3 related to signage. Relevant departments dealing with road markings and signage have been given guidance on the correct process to follow.

We have celebrated a number of significant dates;

1. Pride Cymru (August 2018)
2. Diwrnod Shwmae (October 2018)
3. Black History Month (October 2018)
4. Holocaust Memorial Day (January 2019)
5. LGBT History Month (February 2019)
6. International Women's Day (March 2019)

A key event was LGBT History Month where we held an information day for staff and the public on LGBT issues and bringing together key stakeholders, partner organisations and local employers to promote their inclusive services.

We also ran a competition for pupils in Secondary schools to create a piece of artwork or model on what LGBT means to them. Below is the winning entry along with some images from the day. This image will be used for all our LGBT promotional material for the 2019-2020.



In addition to the Welsh language we have provided a diverse range of training and education in topics such as, British Sign Language, Equalities Awareness, Mindfulness, Equality Impact Awareness and Prevent (counter-terrorism programme to prevent radicalisation).

The Education Equality Index run by Stonewall is the only nationwide tool which is used to benchmark progress of ensuring measures are in place and positive steps are being taken to support Lesbian, Gay, Bisexual and Trans young people living in the local community. It is a great way to demonstrate good practice but also to realise and understand the gaps where improvement is needed.

Since submitting our first submission to the Education Equality Index in 2016 where we received special recognition for the work we had done to tackle homophobic, biphobic and transphobic bullying in schools, in Wales we have maintained 1st place year on year. In the UK last year we were ranked 21st but our 2018-2019 submission saw us move up the rankings to 19th in the UK. For more information you can visit www.stonewall.org.uk

Gender Pay Gap Statement 2018

Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, all organisations listed at Schedule 2 to the regulations that employ over 250 employees are required to report annually on their gender pay gap.

The data identifies that there are significantly more women than men occupying posts in every quartile of the data due to the predominantly female population of the Council workforce.

The Council is confident that its gender pay gap does not stem from paying male and female employees differently for the same or equivalent work. The gender pay gap is the result of roles in which proportionately more females currently work and the salaries that these roles attract.

Our gender pay gap is reflective of the causes of gender pay gap at a societal level. For example research has identified that, although parents are increasingly flexible, the responsibility of childcare still falls disproportionately upon women. It is a fact within this data that the vast majority of part time posts are held by females and that these are the posts that attract salaries in the lower quartiles. To view the full statement please visit our website <https://www.caerphilly.gov.uk/My-Council/Strategies,-plans-and-policies/Equalities/Strategic-Equality-Plan>

Disability Access Work Programme

This year we spent £90,000 on a number of different projects as listed;

- Leisure Centres - £2,000 for improved reception facilities.
- Schools - £66,000 including Automatic Doors, Ramps, Handrails and Lift provision.
- Youth Centres - £3,000 to improve accessibility to main entrances.

To monitor our progress towards greater inclusivity we produce a Strategic Equality Plan with our current plan in place until 31st March 2020. In the autumn we will be drafting a new Strategic Equality Plan and an action plan to deliver key objectives to support the work of promoting equalities across services for our residents and visitors. To view the current Strategic Equality Plan 2016-2020 please click on the following link

<https://www.caerphilly.gov.uk/Strategic-Equality-Plan-2016-2020>.

Equalities and Consultation

In order to strengthen the links between equalities and consultation and engagement within the Council, the role of Consultation and Public Engagement Officer moved from the Communications Unit to the Equalities and Welsh Language Team in September 2019.

Work is ongoing to update our equalities “Consultation and Monitoring guidance” and linking this document to new/related guidance e.g. a checklist for consultation and the Welsh language.

Live consultation and engagement activities are promoted on the front page of the Council’s website. Further details of current engagement activities (including links to live surveys where appropriate) and the outcomes of recent engagement activities are also recorded on the Caerphilly CBC website <https://www.caerphilly.gov.uk/involved/Consultations.aspx>

A key corporate consultation/engagement activity undertaken during the last year is the “Caerphilly Conversation – Budget Consultation 2019-2020”, this exemplifies how the Council uses a variety of approaches to encourage participation, promote consultations and ensure that all sectors of the community are enabled to have their say.

All promotional and consultation correspondence was made available bilingually. Face to face activities including town centre/supermarket engagement; drop in sessions at libraries across the borough and a Viewpoint Panel meeting were supported by, digital media (including Facebook, Twitter and NewsOnline), video and web content, Newslines, targeted e-mails to stakeholders and paper and online surveys.

Menter Iaith Caerffili facilitated a Welsh discussion group at the Viewpoint Panel face to face meeting.

Members of the Caerphilly Parent Network and Youth Forum Members also attended. There was written correspondence to all key groups as listed in the council's "consultation and monitoring guidance".

For drop in sessions, residents who had any specific requirements such as access, hearing loop, required translation facilities or wishing to use the Welsh language at the drop in sessions were asked to contact us in advance of attending so that we could meet their needs.

In October 2018 we also introduced an Equality Impact Assessment Screening Form and Guidance for officers to explain their importance and purpose, the legislation and how to complete them.



What our regulators told us

In the Wales Audit Office (WAO) Annual Improvement Report for 2018/19 (Issued June 2019) our regulators concluded *“The Council is meeting its statutory requirements in relation to continuous improvement and is at a crucial pivotal point in its ambition to transform”*

During the course of the year the Auditor General did not make any formal recommendations, however there were a number of proposals for improvement.

May 2018 - Review of the Council’s published plans to ensure they comply with our duty for Improvement Planning and Reporting
WAO noted the Council has complied with its statutory improvement planning duties.

November 2018 - Annual Audit of CCBC Assessment of Performance
WAO concluded that the Council had complied with its statutory reporting duties and there were no proposals for improvement.

March 2019 - Well-being of Future Generations: An examination of improving take up of the Flying Strat Programme
WAO concluded that the Council has a number of positive examples of how it has taken account of the sustainable development principle, particularly in collaboration and prevention. However, the Council recognises that there is more to do to consistently embed all five ways of working and could strengthen its involvement to secure increased take up and attendance and ensure that it is working in a fully integrated way. A number of Improvement Actions have been set out which are due to be completed by March 2020.

March 2019 – Aligning Levers for Change: Business Improvement Portfolio Board
“The Council has recognised that a fresh approach to transformation is needed and is an opportunity not to be missed.

Other WAO Audit work from the 2018/2019 programme includes;

Corporate Safeguarding Arrangements – June 2019 (from the 18-19 programme)
Summary: Although the Council has made some progress in addressing our previous recommendations, the Council needs to further strengthen its corporate safeguarding oversight and assurance arrangements.

Welsh Housing Quality Standard follow up review to determine whether the Council is addressing our 2017 statutory recommendations and has appropriate systems in place to meet WHQS by 2020. January 2019
Summary: The Council has responded positively to our June 2017 Welsh Housing Quality Standard (WHQS) report and statutory recommendations by making significant improvements and as a result we now conclude that it is likely to meet the WHQS by December 2020:

Thematic Review - Service User Perspective – Housing – December 2018
Summary: Tenants and leaseholders have positive views about many aspects of the Council’s WHQS programme including the quality, but are less satisfied with external works, the timeliness of work, and the extent to which the Council involves them and provides information on the works

The proposals for improvement and recommendations are monitored twice a year at the Council’s Audit Committee. The reports can be found on our website www.caerphilly.gov.uk

The Care Inspectorate Wales Local Authority performance Review 2018-19 was held to determine whether the council is carrying out its statutory **social services functions**, in line with the four principles of the Social Services & Well-being (Wales) Act 2014.

Summary:

Well-being – The local authority continues to build on its practice of having meaningful conversations with people about what matters to them. There have been positive developments in the provision of information, advice and assistance (IAA).

People - In addressing the needs of children and young people, the vision of having a service that is psychologically informed has resulted in investment in the Multi-Disciplinary Intervention Support Team (MIST) and the development of a local authority residential provision using ICF funding. Feedback from Carers has shown an improvement in services, with Carers support worker and Carers Connect sitting in the IAA service. This has enabled a quick response to carers to support them in their role.

Prevention - The Community Resource Team continues to offer rapid response to people's medical and social needs as well as falls and reablement services. The local authority is working jointly with the health board on creating an early prevention model to enable children and young people to access mental health support at an earlier stage.

Partnerships - Partnership arrangements at both local and regional level continue to develop and mature. This has resulted in significant improvements in commissioning, pooled budgets and increasing social care services delivered on a regional footprint.

All Wales Audit Office Reports can be found on <http://www.audit.wales/> along with a wide range of reports on the Public Sector:

Care Inspectorate Wales reports can be found on;
<https://careinspectorate.wales/>

All Education Reports can be found on
<https://www.estyn.gov.wales/inspection/search>

How to contact us and how you can be Involved

Your views and opinions on the content of our performance reports and the priorities that we set each year are important to us. We welcome your input so that we can continue to provide meaningful information that helps inform you of the service focus, ensuring that we are working on the things that are important to making a difference to you, our citizens and our communities.

You can contact us by:

Email: PMU@caerphilly.gov.uk or via the Council Performance webpage and follow the instructions on screen.

Alternatively, please contact:

Ros Roberts
Business Improvement Manager
Corporate Performance Management Unit
Caerphilly County Borough Council Penallta House
Ystrad Mynach Hengoed
CF82 7PG

Tel: 01443 864238

E-mail: roberr@caerphilly.gov.uk

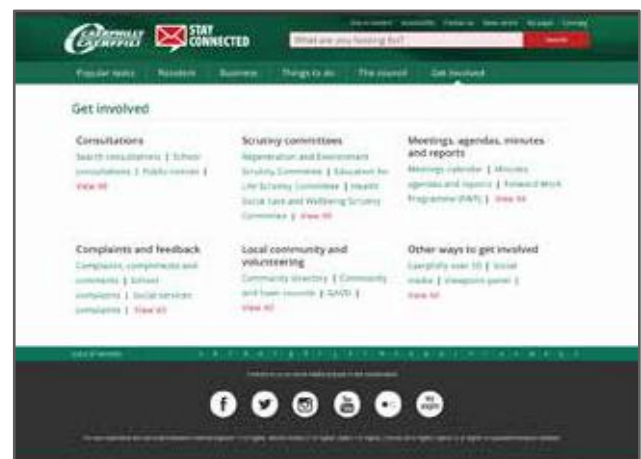


The screenshot shows the 'Performance Management Unit' contact page on the Caerphilly Council website. It features a search bar at the top, a navigation menu, and a main heading 'Performance Management Unit'. Below the heading, there is a text box asking for comments on performance reports. A 'Your contact details' section includes fields for Name, Email, Phone No., and Message, with a 'Send' button. Contact information for the unit is provided at the bottom, including the telephone number 01443 864238 and the address Penallta House, Ystrad Mynach, Hengoed, CF82 7PG.

You can contact us via social media



You can get involved in many ways. Please have a look at our website. www.caerphilly.gov.uk



For more information, please contact:

Liz Sharma
Consultation & Public Engagement Officer
Penallta House,
Ystrad Mynach,
Hengoed.
CF82 7PG

Tel: 01443 864354

Email: sharme@caerphilly.gov.uk



CABINET – 16TH OCTOBER 2019

SUBJECT: APPROACH TO THE DELIVERY OF THE WELSH GOVERNMENT FUNDED FREE SWIMMING INITIATIVE FOR OLDER ADULTS

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To advise Cabinet of forthcoming changes that will be introduced as part of the Welsh Government funded Free Swimming Initiative that is delivered across the Council's portfolio of leisure centres.
- 1.2 To seek Cabinet approval for the introduction of a pricing structure for older adults (60+) that off - sets the reduction in Welsh Government funding applied to the Council as part of the changes to the delivery of the Free Swim Initiative.

2. SUMMARY

- 2.1 Following an independent review of the Welsh Government funded Free Swimming Initiative (FSI), a new scheme has been developed that changes the focus of the existing scheme and places a new emphasis upon the provision of free swimming for children aged under 16 from areas of deprivation and away from the provision of free swimming for older adults, classified through the current scheme as those aged over sixty (60).
- 2.2 The new scheme has been introduced with a significant reduction and amendment in the way funding allocation is provided in support of the scheme's delivery.
- 2.3 The total funding previously allocated to Caerphilly to deliver the FSI was £213,300. Under the provisions of the new scheme, each local authority was provided with 100% funding for the period April to September 2019, with 50% allocation applied for the period October 2019 – March 2020. This change equates to funding reduction of circa £53,325.
- 2.4 From April 2020 the total budget allocation to support the delivery of the new FSI scheme will be £106,650, a budget reduction of 50%.
- 2.4 A further change to the funding allocation has been introduced to support each local authority deliver the new scheme through the provision of a capital budget for a period of 18 months from October 2019. The one off capital allocation to CCBC is circa £71,100. This funding is to support facility improvements, developments and the purchase of appropriate equipment.
- 2.5 The change in focus of the new scheme, along with the reduction in funding to support the scheme delivery requires Sport & Leisure Services to develop a new pricing structure that supports continued subsidised access to swimming for older adults (60+).
- 2.6 In support of the change in focus of the new scheme, each local authority was required to submit a delivery proposal that outlined how the scheme would be delivered, what provision would be in place to support the schemes key objectives and how this would be

communicated to each stakeholder. The delivery plan for Caerphilly is attached at Appendix 1.

3. RECOMMENDATIONS

- 3.1 That Cabinet notes the changes to delivery of the Welsh Government funded Free Swimming Initiative across the portfolio of swimming pools in the county borough.
- 3.2 That Cabinet approves the introduction of a new pricing structure that continues to support subsidised access to swimming for older adults (60+) and address the funding gap associated with the continued delivery of the free swimming initiative scheme.
- 3.3 That the corporate Director Social services and Housing and the Cabinet Member for Social Care and Wellbeing liaise with Public Health Wales regarding additional opportunities for promoting physical activity amongst older people

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To ensure that older adults (60+) continue to enjoy subsidised access to swimming and aquatic based activity across the portfolio of swimming pools in the county borough.
- 4.2 That the reduction in funding received from Welsh Government, through Sport Wales, to deliver the FSI is addressed.
- 4.3 To explore with Public Health Wales opportunities for mitigating the impact upon participation in physical activity.

5. THE REPORT

- 5.1 Since 2003, Local Authorities across Wales have been delivering the Welsh Government funded Free Swimming Initiative (FSI). The FSI was established as to support the core objective of *'aiming to increase participation in physical activity and improve the health and well-being of the nation'*.
- 5.2 The FSI was initially targeted at children aged under 16 during school holiday periods and weekends and in 2004 was developed to include older adults (aged 60+) outside of the school holiday periods. Caerphilly fully endorsed this approach and in support of the overriding objectives of the FSI provided a level of access over above the scheme's outline requirements as set out below:

For young people (aged 16 and under)

14 hours of free swimming per week per local authority area during all school holidays, of which a minimum of seven hours to be structured aquatic activities;
One dedicated structured session for disabled children per week per Local Authority area during all school holidays; and
Two hours of free swimming or a dry side activity per weekend per Local Authority area throughout the year.

For older people (aged 60+)

As a minimum, free swimming for adults aged 60 and over during all public swimming sessions outside school holidays - local authorities encouraged to extend to all public sessions throughout the year where possible; and
A minimum of one hour per day per local authority of unstructured swimming, and a minimum of one hour per week per pool, dedicated to a free structured activity session targeted as inclusive provision for older people with protected characteristics.

- 5.3 The total fund allocated across Wales by Welsh Government through Sport Wales for the delivery of the FSI is circa £3m with funds allocated to each local authority based upon a formula linked to deprivation. For Caerphilly the total grant allocated per annum has been circa £213,300.
- 5.4 The FSI enjoyed a significant proportion of early success with a high number of both young people (under 16) and older people (60+) accessing the scheme. The adopted delivery plan included a programme of ‘free splash’, alongside a menu of structured activities aimed at broadening both the access and provision of aquatic based activity and the aim of creating pathways into more formal settings such as competitive swimming clubs, canoe clubs, Aqua-Fit for example.
- 5.5 Over the years the FSI has witnessed a decline in uptake for young people - not declining popularity of swimming but to a significant reduction in the availability of free swimming sessions due to increased pressure on local authority mainstream leisure budgets, changes in the free swimming minimum criteria, a shift in emphasis towards free swimming for older people, reductions in overall funding and changes to the funding formula.

Free Swimming Initiative Review

- 5.6 The changes identified above in the context of FSI delivery in Wales, linked to the reduction in participation, particularly amongst young people (under 16) Welsh Government and Sport Wales identified that it was the appropriate time to review the FSI and its continued impact. The review was tasked with exploring the contribution the FSI has made to engagement in physical activity and if stated objectives had been achieved, and if not, what could be done to address this. The review was set against the understanding and emphasis that has been placed upon the positive role that sport and physical activity can have on broader health and wellbeing objectives for all.
- 5.7 The overall conclusion of the Independent Review of the Free-Swimming Initiative is that there are now increasing misalignments between its objectives, the grant conditions, and the management arrangements. The current approach is not cost-effective, nor does it make the biggest contribution to increasing levels of activity.
- 5.8 With particular reference to older adults (60+), the research identified that only 6% of the population continue to access FSI across Wales. Across Caerphilly, data indicates that there are currently 591 older adults who are regularly accessing the FSI which equates to 1.4% of the population based on the 2018 mid - year census estimates.
- 5.9 **New Delivery Model**
The revised delivery model maintains the Welsh Government manifesto commitment to Free Swimming, although it will be delivered in a more targeted way and provide more flexibility to better meet the needs of local communities. The scheme will continue to provide opportunities for all young people under 16-years of age and every person aged over 60, who wishes to access free swimming.
- 5.10 The priority will be to ensure young people from deprived communities have access to “free splash” sessions during summer holidays and weekends, at times most suitable to their needs. The opportunity will vary based on the model applied by the Local Authority, but all models will align with the objectives set out and the new performance measures highlighted below. All models will provide a minimum offer for both U16 and Over 60 swimming this will be set by local need and intelligence on demand.
- 5.12 Sport Wales will also expect the balance between the provision for U16 and Over 60s to be addressed with **clear prioritisation being given to U16s**. Sport Wales will expect there to be free provision for over 60s but this may be alongside a subsidised offer for those who wish to access the scheme on a more frequent or regular basis. Caerphilly’s approach in this regard has been referenced in the development plan submitted to Sport Wales.

What Does this Mean For Caerphilly

- 5.13 In support of the change in focus of the new scheme, each local authority was required to submit a delivery proposal that outlined how the scheme would be delivered, what provision would be in place to support the schemes key objectives and how this would be communicated to each stakeholder. The delivery plan for Caerphilly is attached at Appendix 1.
- 5.14 As stated earlier Caerphilly has always provided over and above the minimum requirements of the FSI by providing free access at all times to all public swimming sessions for older adults, along with a number of dedicated structured sessions (Aqua – Fit). The changes to the funding provision in support of the FSI mean that only the minimum requirement can now be provided. For Caerphilly this will mean free swimming for older adults being provided in public sessions on weekends only.
- 5.15 The recent review of FSI also resulted in a significant funding reduction to what has previously been provided to deliver the scheme. The budget provided by Welsh Government through Sport Wales for the delivery of the Free Swim Initiative in Caerphilly has been £213, 330. The new offer from Welsh Government / Sport Wales is set out below;

Financial Year	Budget	Notes
2019-20 Apr – March 2020	£106,650	Full revenue funding to deliver under existing FSI criteria through to 30 September 2019. Flexibility to deploy some of this budget as part of the 18-month plan being implemented from 1 October 2019.
	£53,325	Revenue funding to support the 18-month plan being implemented from 1 October 2019.
	£71,100	Transitional one off Capital funding: minor capital works funding to support the 18-month plan being implemented from 1 October 2019.
	Total = £231,075	

For the financial year 2020/ 21 the budgeted allocation to deliver the FSI in accordance with the criteria set out above will be;

April 20 - Mar21	£106,650	Revenue funding to support April 2020 -March 2021
------------------	----------	---

- 5.15 To address the above position and continue with providing a subsidised offer that encourages older adults to engage in and benefit from the positive impacts associated with aquatic based activity the following options have been developed for consideration:

OPTION 1;

Older adults are charged the concessionary price of £2.25 for each swim Monday to Friday with no charge being applied for weekend access. Aquatic based activities such as aqua – fit will be charged at the standard concessionary rate of £3:25 per class. Based upon current usage data this option could generate £109,935 from swimming and £11,242 from aquatic based classes, resulting in a budget surplus of £14,527 per annum.

OPTION 2;

A new membership price of £10 per month is applied for older adults. This membership would provide access to all public swimming sessions Monday to Friday with no charge being applied for weekend usage. Based upon an average of 20 weekdays per month this option would provide subsidised provision of £35 per month. Aquatic based activities such as aqua – fit will be charged at the standard concessionary rate of £3:25 per class. Based upon current usage data this option could generate £71,920 from swimming and £11,242 from aquatic based classes, resulting in a potential additional income of £23,488 per annum.

OPTION 3;

A new membership price of £12 per month is applied for older adults. This membership would allow for subsidised access Monday to Friday with no charge being applied for weekend usage. Based upon an average of 20 weekdays per month this option would provide subsidised provision of £33 per month Aquatic based activities such as aqua – fit will be charged at the standard concessionary rate of £3:25 per class. Based upon current usage data this option could generate £85,104 from swimming and £11,242 from aquatic based classes, resulting in a reduction in income of £10,304 per annum.

OPTION 4;

A new membership price of £15 per month is applied for older adults. This membership would allow for subsidised access Monday to Friday with no charge being applied for weekend usage and access to structured aquatic based classes such as Aqua fit which is currently priced at £3.25 per class also being included. Based upon an average of 20 weekdays per month this option would provide subsidised provision of £30 per month for swimming and £26 per month for class based activity (estimated attending two classes per week {6 available per week}). Based upon current usage data this option could generate £106,380 resulting in a small reduction in income of £270.

Option 4 is the preferred option on the basis that it continues to provide a high level of subsidy to older adults, continues to meet the requirements and objectives set out within the new FSI programme, whilst providing the best option to address the funding gap associated with the reduction in grant, albeit with a small deficit.

- 5.16 It should be noted that strong representations have been made to Welsh Government and Sport Wales on behalf of stakeholders through the Welsh Sports Association (WSA), concerning both the approach undertaken to the research and the implementation of the findings, as not being consistent with the views of those involved in delivering the FSI.

6. ASSUMPTIONS

- 6.1 The report assumes that following the delivery of the communication plan developed by Sport & Leisure Services to inform residents of the change of delivery focus and the change of provision, that those who currently and regularly access the FSI will continue to do so.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The Sport and Active Recreation Strategy (SARS) 2019-2029 was approved by Cabinet on 14th November 2018. The Strategy sets out a future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough
- it establishes the key principles and vision which will inform future decisions and actions. The Strategy encompasses the wide range of opportunities that exist across the county borough for sport and active recreation. The proposals in this report will enable Caerphilly Sport & Leisure Services to meet the aspirations set out in the SARS of ‘more people, more

active, more often' through high quality provision and increasing opportunity across Caerphilly County Borough.

7.2 Corporate Plan 2018-2023.

The effective delivery of the Welsh Government funded Free Swimming Initiative in its new format would contribute towards the following Corporate Well-being Objectives:

Objective 1 - Improve education opportunities for all

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

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

8. WELL-BEING OF FUTURE GENERATIONS

8.1 The Well-being 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.

8.2 The Council's adopted Sport and Active Recreation Strategy 2019-2029 is designed to help deliver the goals of the Well-being of Future Generations (Wales) Act 2015. The Strategy sets out the future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough - it establishes the key principles and vision which will inform future decisions and actions over the next 10 years. The Strategy includes the following in relation to implementing the Act:

We will need to be bold - not holding on to what we have done in the past, but looking forward to ensure that the decisions we make and opportunities we provide are fit for future generations - responding to the emerging needs of our young people, the adults of tomorrow, and of course looking after the different needs of a growing older population.

We must also make sure what we provide is going to be sustainable i.e. we can all afford to maintain service provision into the future.

Future approaches will demand that people take greater responsibility for their own health and levels of physical activity. It is the role of the Council to support them to do this for themselves.

To deliver a 'change agenda' the Council will also have to make a number of critical decisions. It is vital therefore, that this strategy provides a clear rationale and priorities for action. It must provide a vision for where we are going and how we are going to get there, so that everyone

understands what we can achieve, what to expect of us, as well as the roles that others have to play.

- 8.3 The proposals outlined in this report make a contribution across the seven well-being goals, but in particular to the following areas:

A healthier Wales: Undertaking an active lifestyle has significant benefits in terms of reducing the risk of cardiovascular disease along with positive impacts upon mental health and body weight control.

A Wales of cohesive communities: Caerphilly County Borough Council have communicated a vision to deliver and support sport and active recreation across communities, ensuring it is effectively placed to play a well-connected, socially inclusive role.

A globally responsible Wales: Leading a healthy, physically active lifestyle has a positive impact upon the economic, social and cultural well-being of Welsh residents.

A more equal Wales: Engaging in community activity supports people to fulfil their potential from both an educational and socio economic perspective.

A resilient Wales: Taking part in sport and active recreation can help people to increasingly access and value the great outdoors and support protection and enhancement of the biodiverse natural environment.

A Wales of vibrant culture and thriving Welsh language: encouraging people to participate in sport and recreation helps to promote and protect culture, heritage and the Welsh language.

- 8.4 The Act 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 below:

LONG TERM - The view of Welsh Government and Sport Wales is that the FSI in its current format is no longer sustainable or achieving its initial aims and objectives. The new programme aims to address this through the continuation of a subsidised programme for older adults and a more targeted approach to younger people. The benefits of swimming within the context of physical activity are well established and provide the basis for a long term approach to addressing the wellbeing of the residents of the county borough.

INVOLVEMENT- An extensive communication developed initially by Sport Wales and amended to reflect the position in Caerphilly has been developed. This included writing to all of the older adults currently accessing the FSI along with preparing FAQ briefing notes for each leisure centre.

PREVENTION - The promotion of well-being now prevents need in the future and reduces demand on public services. In continuing to provide the Free Swim initiative and develop a product and associated pricing structure we have sought to maintain sports and leisure services accessibility for the community as far as is practicable. The Council will continue to support people to take responsibility for their own health and levels of physical activity.

COLLABORATION - We will continue to work with a full range of partners to deliver the FSI requirements, aims and objectives.

INTEGRATION - The Sport and Active Recreation Strategy 2019–2029 sets out the mission of ‘more people, more active, more often’. The role of Aquatics is essential in providing a broad range of activities and opportunities that cater for all sectors of the community. It should also be noted that swimming has been designated as a ‘life skill’ positively impacting from both a wellbeing and safety perspective. Sport and active recreation has a positive and significant impact across the Wellbeing Goals.

9. EQUALITIES IMPLICATIONS

- 9.1 An Equalities Impact Assessment has been carried out and is attached as Appendix 2 to this report.

10. FINANCIAL IMPLICATIONS

- 10.1 The financial implications associated with the grant funding reduction from Welsh Government/Sport Wales have been set out earlier in this report. The budget provided by Welsh Government through Sport Wales for the delivery of the Free Swim Initiative in Caerphilly has been £213, 330. For the financial year 2019/ 20 in accordance with the changes outlined earlier in the report the budget allocation provided to Caerphilly results in a 25% reduction, albeit supported by a one off capital allocation to support facility improvements. For the financial year 2020/21 there is a 50% grant fund reduction.
- 10.2 The options set out above have been developed to assist in mitigating the funding reduction and supporting the continued access to physical activity opportunities for older adults.
- 10.3 The FSI budget allocation is located as an income line within the Sport & Leisure Services, leisure centre revenue budget and as such the reduction in funding generates a significant budget pressure for the service.

11. PERSONNEL IMPLICATIONS

- 11.1 There are no personnel implications associated with the report

12. CONSULTATIONS

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

13. STATUTORY POWER

- 13.1 Local Government (Miscellaneous Provisions) Act 1976.

Author: Robert Hartshorn, Head of Public Protection, Community & Leisure Services
Consultees: Mark S. Williams – Interim Corporate Director, Communities
Cllr Nigel George – Cabinet Member for Neighbourhood Services
Jeff Reynolds – Sport & Leisure Services Facilities Manager
Jared Lougher, Sport & Leisure Development Manager
Sian Jones, Area Team Leader, Sport & Leisure Services
Sean Spooner, Area Team Leader, Sport & Leisure Services
Steve Harris - Interim Head of Business Improvement Services & Acting Officer S151

Anwen Cullinane - Senior Policy Officer (Equalities, Welsh Language and Consultation)
Mike Eedy - Finance Manager
Hayley Lancaster – Senior Communications Manager

Appendices:

Appendix 1 CCBC Free Swimming Delivery Plan
Appendix 2 Equality Impact Assessment

Free Swimming Partner Submission

Free Swimming National Objective:

To improve people's health and wellbeing by increasing the number of people enjoying swimming or aquatic related activities.

Beneficiaries

The primary beneficiaries are young people (16 and under) and older people (over 60's).

Investment Priorities

The investment should focus on 3 areas: -

1. **Positive Action** – Priority to be given to those who wish to take part in swimming but face the greatest barriers to being active on a regular basis
2. **Life Skill** – Promote swimming as a life skill through targeted support for young people 16 years and under
3. **Active Lifestyles** – Improve mental and physical health and wellbeing by enabling young people (16 years and under) and older adults (60+) to lead active lifestyles through

What would we want to see in each Section?

General	Organisation details and contact details for the point of contact
Vision	Evidence that this investment is being used strategically and as part of a bigger plan
Learning	What have you learned from investment that is being used in this submission?
Insights	What evidence have you used in determining your priorities, particularly from the customer? What gaps might you have in evidence and how might you address these?
Overview	From the insights what is the overview of your plans and how do you propose to meet the expectations for young people and over 60s?
Next 6 months	An opportunity to provide a little more detail on your first 6 months
Workforce	What is your workforce needs and how do you plan to address them?
Collaboration	Who are you engaging with to deliver this programme and objectives?
Capital	How do you propose to spend the allocation? What is the evidence behind it?
Communication	Evidence how you are going to promote the opportunities locally.
Impact	How will you evidence and report impact and learning?
Timeline	Please outline your transition plan with key milestones and dates

GENERAL

Delivery Partner Name (Organisation):

Caerphilly County Borough Council Sport and Leisure Services Department

Contact Name (Person):

Sian Jones, Area Team Leader (Aquatics)

Contact Details (Email & Phone):

joness@caerphilly.gov.uk**VISION**

How does Free-Swimming link with wider strategic planning and your overall aquatics planning?

The Welsh Government Free Swimming Initiative has clear and evident links to the Caerphilly Sport and Leisure Services, Aquatic Development Plan objectives and also to Caerphilly County Borough Council's wider health and well-being priorities. These priorities are closely aligned to the Well-being Goals within the Well-being of Future Generations Act (Wales) 2015, and Caerphilly's aims under this Act are to promote :

- 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

Swimming is a core life skill and to ensure that Caerphilly County Sport and Leisure Services are able to deliver broad approach to Aquatic Development in Caerphilly County Borough, our aim is to offer the residents of Caerphilly, an innovative, customer focused, high quality service with an excellent professional reputation, that is able to promote our core aim of ensuring that every child in Caerphilly County, should be taught the vital life skill of swimming and to further help us in delivering our mission of More People, More Active, More Often.

The benefits of taking part in regular sport and active recreation are well documented, and the evidence is clear that investment in prevention can impact significantly on health and wellbeing. This plan has been produced in order to provide a framework for the strategic delivery of Aquatic based activities in Caerphilly County Borough Council's Sport and Leisure Service, and the actions contained within it are intended to play a key supporting role in achieving the services' strategic priorities.

In November 2018, Caerphilly County Borough Council adopted the Sport and Active Recreation Strategy 2019 -2029, a ten year blueprint that established the key principles and vision that will inform future decisions and actions. This strategy provides a holistic approach to the delivery of Sport and Active recreation in Caerphilly and will ensure a sustainable future for the service.

This strategy proposes a rationalisation of facilities to achieve a sustainable future service alongside investment of some savings to enhance the quality and customer offer at

strategic sites. All future provision will so far as reasonably practicable ensure geographic coverage across the county borough. Implementation ensures a fair and just allocation of resources that will provide for continued sport and active recreation provision into the future for the benefit of all.

New and refurbished facilities will be more attractive and accessible to families and people with carers. An ongoing investment strategy will ensure that our leisure facilities are maintained and that equipment is replaced, making them more attractive to all users and improving access equally.

A collaborative approach aims to motivate children and young people to adopt and continue healthy active lifestyles through inspirational physical activity experiences whilst they are in education, whilst also ensuring the learning environments are maximised for community use out of school hours.

LEARNING

What have you learned from previous plans, customers and interventions that is being used in this submission?

Research and evidence have highlighted the positive impact that active lifestyles can and do have, not only in term of health benefits, but also on education, the economy and community regeneration in particular. For example, statistics show us that only 29% of adults in 2017, in Caerphilly County Borough are achieving the recommended minimum guidelines for physical activity, and over half of adults in the county borough are being treated for a chronic illness. The number of deaths from cardiovascular disease per 100,000 residents within Caerphilly county borough (307.8 in 2015) is higher than the Welsh average (289.2) and the third highest in Gwent.

This plan aims to build upon the progressive work achieved by the service to date, and help inform, educate, increase awareness and understanding and to ultimately encourage individuals of all ages and abilities to commit to take part in regular physical activity through the medium of aquatics as a means of improving their health.

Over a number of years Caerphilly Sport and Leisure Services approach has been to continually develop and review its approach to Aquatic delivery, and this has been done by focusing in a number of key areas:

Overview of Key Aquatic Areas

To ensure that Caerphilly County Borough Council Sport and Leisure Services are able to deliver a broad approach to Aquatic Development in Caerphilly County Borough, there is a focus on keys areas within the Aquatic plan:

1. Welsh Governments Free Swim Initiative

Launched in 2003, the Welsh Governments Free Swim initiative, promotes physical activity by utilising swimming participation as a vehicle for taking part in exercise. The case for free swimming was "compelling" because it was a popular activity, which enabled people to enjoy other aquatic activities and was an especially valuable form of exercise for disabled and ageing people. There are three main strands to the Free Swim Initiative in Wales and these are:

- Under 16 – this allows all under 16's access to Free Swimming , both structured and unstructured sessions, during school holidays
 - 60 Plus – this allows all customer aged 60 plus, to access Free Swimming during term time in designated swimming sessions
 - Veterans - this allows all Veterans and their families to access Free Swimming
-

during public swimming sessions

2. The Aqua Academy

As part of the Free Swim Initiative, local authorities in Wales are able to bid into a dedicated funding stream for projects that will target and tackle health inequalities in deprived areas. Caerphilly Sport and Leisure Series has been successful in obtaining funding to offer free intensive swimming session to target children across the County Borough who are in receipt of Free School Meals, during school holidays. This scheme has been a great success and has enabled over 100 children, who would not normally have the opportunity to swim, to attend swimming lessons during the school holidays to develop their swimming skills.

3. Workforce Development

In partnership with Swim Wales, we have introduced a comprehensive programme of workforce development that takes an employee with an interest in swimming from the beginning of their careers as a volunteer to completing their full Level 2 qualifications and also continuing to support them by providing an innovative and inclusive programme of ongoing CPD opportunities. Examples of this success include over the last two years, Caerphilly County has had 18 new swimming teachers qualify and over 50 qualified swimming teachers attend CPD upskilling opportunities.

INSIGHTS

What have you used as your evidence base to support your proposals?

In order to pull together the relevant information needed to address the requirements of the new Free Swim Scheme, and to write this new plan, our information has been gathered from a variety of sources, both quantitative and qualitative. These sources, such as customer usage data from our management system (Plus2), verbal and written customer feedback, task and finish group information and one off project evaluations, have allowed us to develop a plan that will address the specific issues that are local to Caerphilly County Borough residents.

The last 16 years of the Free Swim scheme has afforded the swimming community, a wealth of data and information that we can utilise to plan our new approach to Aquatic development in Caerphilly and some key headlines and learning include:

Health Benefits of Swimming:

- There is enormous potential for swimming and aquatic activity to support the health of the population due to its popularity and accessibility across the lifetime. (Health and Wellbeing Benefits of Swimming - Swim England, 2017)
- The unique properties of water make swimming perfect for people of all ages to exercise, particularly those with injuries, impairments, long term health conditions or those who struggle to exercise on land.
- Swimmers live longer and regular swimming helps older people stay mentally and physically fit and participation in swimming lessons can help children to develop physical, social and cognitive skills quicker. (Health and Wellbeing Benefits of Swimming - Swim England, 2017)
- Aquatic activity not only helps aerobic fitness, but is also good for the development of strength and balance which are key component of health guidelines. (Health and Wellbeing Benefits of Swimming - Swim England)

Adult Swimming:

- Swimming remains one of the most popular activities for adults
- 15% of adults in Wales participate in swimming (indoor or outdoor) with 14% of males regularly taking part and 17% of women taking part in swimming. (Sport and Active Lifestyles, Sport Wales, 2017)

- 20% of adults have a demand to do more swimming (Sport and Active Lifestyles, Sport Wales, 2017)
- Females are more likely to participate in indoor swimming than males (15% female, 11% male).
- Males are more likely to participate in outdoor swimming than females (5% and 3% respectively).
- In general, participation rates in indoor swimming are highest for younger adults and decline with age (16 to 34: 19%, 35 to 44: 13%, 65+: 5%). (Swimming - National Survey for Wales 2017/18)

School Swimming:

- Two thirds of pupils in Wales have taken part in swimming in the past academic year (2018), and in Caerphilly 5.27% of primary aged pupils have taken part in school swimming – see the data attached below for more information:

Caerphilly Primary Schools Data:

School Year	No. on Role	School Swim No. Attended	Percentage Attended
Year 1	2077	0	0
Year 2	2086	0	0
Year 3	2169	200	9.22%
Year 4	2106	190	9.02%
Year 5	2079	174	8.36%
Year 6	2133	103	4.82%
Total	12650	667	5.27%

- In Wales, 47% of primary and 48% of secondary school pupils participate in sport three or more times a week and in Caerphilly, 44% of pupils participated in school based extra-curricular sport, on three or more occasions per week.
- In Wales 17% of children take part in extracurricular swimming, and in Caerphilly 12% of all children stated they took part in extracurricular swimming, with 12% of males and 11% of females taking part in swimming
- In the School Sport Survey for Caerphilly, Swimming was voted third most popular activity by males (21%) and it as voted the most popular activity by girls (27%)

What are your gaps in evidence and insight?

As with any new plan or scheme, there will obviously some gaps in our knowledge and insights that we are simply not aware of at this current point in time. However, to ensure that we are keeping the key aims and objectives of the new scheme firmly in focus and to ensure that we are updating and implementing any new learning, that may addresses any current gaps in knowledge, we will be undertaking 3 monthly reviews of this new free swimming plan.

As part of the learning process, our 3 monthly review, will scrutinise the following swimming related information:

- Learn 2 Usage figures
- Customer Feedback
- School swimming lesson uptake data
- Aqua Academy session uptake data
- No of swimming teacher training hours completed

These reviews will be under taken by the Aquatics Team Lead and supporting Aquatics staff members.

How are you planning on addressing these gaps?

We plan to address these gaps in our knowledge by a regular 3 month reviewing of the plan including any relevant updates.

As part of the learning process, our 3 monthly review, will scrutinise the following information:

- Learn 2 Usage figures – per quarter
- Customer Feedback – per quarter
- School swimming lesson uptake data per quarter
- Aqua Academy session uptake data per quarter
- Number of swimming teacher training hours completed per quarter

The Aquatics Team will lead on this quarterly review, and provide timely and appropriate feedback to the Senior Management Team.

OVERVIEW

Form your insights and strategic planning, briefly explain the high-level things you will seek to do with the investment and explain how you are going to meet the minimum expectations. If not achieving the minimum expectations, then please outline why and how you will work towards them.

In order to address aims and objectives of the New Free Swimming Scheme, the potential offer in Caerphilly County Borough, will look at offering subsidised free swimming sessions to over 60's age group. The offer to Under 16's, in Caerphilly County Borough, will as a minimum standard offer, one free splash session on weekends, at each of the pools and at least 2 additional sessions per week in addition to the weekend in the summer holidays.

Sessions offered Caerphilly County Borough Swimming pools will include:

1. Over 60s – One weekend session free at all pools at all times (term time and holidays) called “Free Swim Friday” as well as a subsidised offering at other times
2. Under 16 – One weekend session free at all at all times (term time and holidays) called Free Swim Friday, as well as during holiday periods we will offer an additional two Free swimming sessions termed “Terrific Tuesday’s” and “Thrilling Thursday’s.”

It is anticipated that the budget allocation of £106, 650 will be split as 60% of the budget allocated to activities for Under 16 year olds (£63,990) and 40% of the budget allocated to activities for over 60 activities. (£42,660)

In order to target the deprivation element of the new Free Swimming Scheme, Caerphilly County Borough Sport and Leisure Services, will look at supported Aquatic opportunities for those children that do not usually participate in swimming activities.

To ensure that we are supporting the development of our workforce, in relation to Aquatic delivery, we will look at utilising some of the funding to support our swimming teacher workforce development programme including coaching and mentoring opportunities for new and existing swimming teacher staff.

The offers above will be supported by a detailed Aquatic Development plan that will clearly illustrate the aims and objectives of the new Free Swimming scheme.

NEXT 6 MONTHS

Please provide a little more detail on your plans for the next 6 months.

The next 6 months will see the initial implementation phase of the new free swim plan and outlined below are the key dates:

Sept – Communications commence to customers and wider public that new Free Swimming Scheme is being launched in Wales

Oct – Exploration of capital funding opportunities and potential schemes

Nov – Sport and Leisure Services write to customers information them of the changes and new programme design / offer

Dec – Implementation of new scheme

Feb – First Aqua Academy sessions take place

Mar - Workforce development programme to commence

TIMELINE

Please outline your transition timeline, with key milestones and dates

In order to implement the new Free Swimming Scheme in Caerphilly, there will be a number of key dates and actions required as outlined below:

No.	Key Date:	Action Required:
1.	Sept 19	Communications process commences to customers and wider public, that new Free Swimming Scheme is being launched in Wales
2.	Oct 19	Exploration of capital funding opportunities and potential schemes
3.	Nov 19	Sport and Leisure Services write to customer to inform them of the changes and new programme design
4.	Dec 19	Implementation of new scheme takes place
5.	Jan 20	Capital Funding projects submission to take place
6.	Feb 20	First Aqua Academy sessions take place
7.	Mar 20	Capital Funding allocation to have been spent

Please note these dates are only are initial timeline and may vary in the first 6 months by a few weeks

COLLABORATION

Who will you be collaborating with, and why, in delivering your proposal, new and old?

In order to deliver the Caerphilly Aquatics plan, we will be working with a number of key Partners over the coming month and these will include:

- Swim Wales
- Caerphilly Primary and Secondary Schools
- Near neighbour local authorities (Active Gwent)
- Local ward members
- NERS scheme
- Local Health Boards
- Local GP surgeries
- Disability groups
- Social Care Partners
- Coleg Gwent
- Coleg y Cymoed

- Secondary Schools
- GAVO
- Training providers eg: ICON Training

CAPITAL

Please outline how you plan to use the capital investment and the reasoning behind it

Dragon's Den Style Bidding Process:

In order to spend the capital project allocation, each of the swimming pools with the service portfolio will have to develop and present a swimming business plan to the Senior Management Team. The winning bid will aim to identify one large project or various smaller projects that would utilise the capital expenditure to improve the customer offer and experience.

For example:

- Refresh wet side changing rooms
- New pool equipment – slides, cannons, water features etc.
- Refresh the reception area to make the experience more customer friendly
- Large equipment items – boats and inflatables
- New machines to keep wet side clean
- Improvements to pool access for those with additional needs

To ensure that the capital funding element of the FSI grant is spent by March 2020, all bids will be submitted by 1st November 2019 and the Dragon's Den panel will meet in early December to decide on the winning bid or bids, which will be announced in mid-December at the very latest.

COMMUNICATION

How are you going to communicate and market the opportunities available?

In order to successfully market the new Free Swimming Scheme, there are a number of opportunities available to us including:

- Sport and Leisure Services own dedicated Marketing, Communications & Engagement Officer to support in our initial and ongoing customer engagement process
- Additional support, if required, from Caerphilly County Borough Council Corporate Marketing and Communications Team
- A separate Swimming & Communications plan has been developed, which outlines key swimming promotions, including the communication channels, that will be utilised in each marketing promotion
- Information based at each Leisure Centre to include a F.A.Q.sheet
- Dedicated information provided to key stakeholders
- Proactive engagement through Social Media channels

IMPACT

What are your measures of success and how will you measure the impact?

Note: You will be asked to report at 6 month intervals.

In order to clearly demonstrate how the Free Swimming Grant is being utilised in Caerphilly, the following quantitative and qualitative information will be measured:

Quantitative :

1. Total number of 60 plus swims per year - broken down into 3 month periods of for male and female swimmers
2. Number of individual attendances for 60 plus swims per year - broken down into 3 month periods for male and female swimmers
3. Total number of Under 16 swims per year - broken down into 3 month periods , for male and female swimmers
4. Number of Staff attending CPD opportunities - broken down into 6 month periods of Oct to Mar and April to Sept
5. Number of children including the % uptake of children, attending Aqua Academy sessions, in each of the outlined holidays periods
6. Number of children in Learn to Swim programme
7. Number of children achieving national target of 25m by age 11
8. Number of new swimming teachers qualified to Level 2

Qualitative Feedback:

1. Verbal Customer Feedback from customers
2. Survey Monkey Customer Questionnaires
3. Project Reviews/Evaluations
4. Net Promotor Score

ADDITIONAL INFORMATION

Please use the remaining space to add any further information that you feel is relevant.

Caerphilly County Borough Sport and Leisure Services Department clearly recognise the importance of providing Free Swimming opportunities to residents of the County Borough, and this plan is supported by the long term strategic vision, that will deliver the aims and objectives of the Sport and Active Recreation Strategy 2019 -2029.

This ambitious strategy will shape the delivery of service provision, including swimming and other Aquatic participation opportunities, for the next generation of Caerphilly residents and this strategy promises to ensure that the key objective of Every Child A Swimmer will be an essential tenet of this strategy and its subsequent delivery.

Please send the completed form to Gordon.Clark@sport.wales by Friday 6 September 2019

References:

- SSS2018, The Fingerprint of Swimming in Wales (Sport Wales)
- Overview of swimming from the National survey for Wales 2017/18 (Sport Wales)
- Health and Wellbeing Benefits of Swimming (Swim England)
- Sport and Active Lifestyles, State of the Nation, Sport Wales, 2017

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.

The Council is required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- | | |
|----------------------------------|----------------------------------|
| • Age | • Race |
| • Disability | • Religion, Belief or Non-Belief |
| • Gender Re-assignment | • Sex |
| • Marriage and Civil Partnership | • Sexual Orientation |
| • Pregnancy and Maternity | • Welsh Language* |

* The Welsh language is not identified as a protected characteristic under the Equality Act 2010, however in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

Further advice on completing impact assessments can be found on the equalities pages of

THE EQUALITY IMPACT ASSESSMENT

NAME OF NEW OR REVISED PROPOSAL*	Changes to delivery of Welsh Government Free Swimming Initiative for Older Adults
DIRECTORATE	Communities
SERVICE AREA	Community and Leisure Services
CONTACT OFFICER	Rob Hartshorn, Head of Public Protection Community and Leisure Services
DATE FOR NEXT REVIEW OR REVISION	Equalities Implications will be regularly reviewed throughout the introduction of the new scheme

***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.**

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](#).

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

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

Contact equalities@caerphilly.gov.uk for assistance.

PURPOSE OF THE PROPOSAL

1	What is the proposal intended to achieve? Following a recent external review of the Free Swimming Initiative funded by Welsh Government, managed by Sport Wales and delivered by local authorities across Wales, a new programme has been developed with a revised focus upon young people.
2	Who are the service users affected by the proposal? Older adults (classified as 60+) who are current and potential users of the Free Swimming Initiative

IMPACT ON THE PUBLIC AND STAFF

3	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? Following an independent review of the Welsh Government funded Free Swim Initiative which is managed by Sport Wales and delivered by local authorities across Wales, a new scheme has been developed with a revised focus upon young people aged under 16 and away from older adults, classified as those aged over sixty. The Free Swim Initiative was introduced in 2003 and was the first of its kind in Europe. With the aim of encouraging young people to engage in active lifestyles through the medium of aquatics. In 2004 the scheme was further developed to include older adults (60+) through the provision of free swimming access during school term time. As part of its drive to encourage its residents to actively engage in physical activity both for physical and broader benefits, Caerphilly Sport & Leisure Services extended the provision of older adults to all swimming sessions regardless of date. The Free Swimming Initiative in Caerphilly was delivered through the provision of Welsh Government funding totalling £213, 300. The introduction of the new scheme has resulted in 25% funding reduction for the period October 2019 to March 2020, followed by a 50% reduction from the 1 st April 2020 onwards. The new Welsh Government funded total to deliver the Free Swim Initiative will be £106,650. The reduction in grant funding, along with the change in focus and emphasis on the schemes aims and objectives towards the provision of aquatic based activity to young people, will require Sport & Leisure Services to introduce a new pricing structure that continues to provide subsidised access to aquatic based provision for older adults. The new pricing policy will however be supported through the provision of identified times where access will continue to be free of charge in accordance with the aims and objectives of the new scheme. This will be actively promoted and communicated utilising a variety of media and communication channels. In November 2018 the Council adopted a 10-year Sport and Active Recreation Strategy. The Strategy sets out the future purpose and direction for the provision of sport and active recreation in Caerphilly County Borough. It establishes the key principles and vision which will inform future decisions and actions in respect of the
----------	--

Council's provision of leisure services over the next 10 years.

The Strategy aims to ensure that the Council recognises and promotes the benefits of leading a physically active lifestyle for all our residents.

4	Is your proposal going to affect any people or groups of people with protected characteristics? <i>(Has the service delivery been examined to assess if there is any indirect effect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people's protected characteristics?)</i>	
Protected Characteristic	Positive, Negative, Neutral	What will the impact be? If the impact is negative how can it be mitigated?
Age	Positive and Negative	<p>The introduction of a new pricing policy will have a greater impact on older adults (60+) due to this being a free provision for the past 15 years. It should however be noted that the decision to reduce the grant funding and associated free access has been made by an external organisation (Welsh Government & Sport Wales) and not Caerphilly County Borough Council.</p> <p>The new pricing structure for older adults (60+) has been developed to ensure that aquatic based activity remains heavily subsidised and that there remains the opportunity of access through the continued provision of identified 'free' sessions. The free sessions will be proactively promoted through existing channels and utilising current knowledge and insights.</p> <p>The Council's sport and active recreation outreach and intervention services provide targeted support to help keep older people involved and active</p> <p>Analysis of Smartcard user data over 2018/19 outlines that there are 591 regular older adults who access the Free Swimming Initiative. Based on the 2018 mid - year estimates this equates to 1.4% of the population of older adults across the county borough.</p> <p>The change of focus within the FSI des however not only retains provision but also supports the ambition of improving and increasing access for young people to become more active, more often.</p>
Disability	Neutral	<p>There is no evidence available to the council to suggest a negative impact due to disability. The service provides a high level of access to those with disabilities and will continue to invest in facilities and programmes in this regard</p>
Gender Reassignment	Neutral	<p>There is no evidence available to the Council to suggest a negative impact due to gender reassignment. The service aims to provide gender neutral facilities through supported investment to ensure that access is available regardless of gender</p>
Marriage & Civil Partnership	Neutral	<p>There is no evidence available to the Council to suggest a negative impact due to marriage or civil partnership.</p>

Pregnancy and Maternity	Neutral	There is no evidence available to the Council to suggest a negative impact due to pregnancy or maternity.
Race	Neutral	There is no evidence available to the Council to suggest a negative impact due to race.
Religion & Belief	Neutral	There is no evidence available to the Council to suggest a negative impact due to religion or belief.
Sex	Neutral	There is no evidence available to the Council to suggest a negative impact due to gender. The service aims to provide gender neutral facilities through supported investment to ensure that access is available regardless of gender
Sexual Orientation	Neutral	There is no evidence available to the Council to suggest a negative impact due to sexual orientation.

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>The proposal has a positive effect in this regard. The leisure centre's with swimming pools are able to provide a Welsh language reception service as required by the Welsh language standards, 65 and 65a.</p>
----------	--

INFORMATION COLLECTION

6

Please outline any evidence and / or research you have collected which supports the proposal? This can include an analysis of service users.

Current data collected through the Smartcard management information system outlines that there are currently 591 users who are accessing the Free Swimming initiative in its current format which equates to 1.4% of the population across the county borough. The research undertaken as part of the development of the new scheme suggests that across Wales only 6% of the population aged over 60 are accessing the programme.

In terms of usage the following has been collected for the period February to August 2019 (the reporting time period available through the Smartcard system) and is broken down into age categories and individual leisure centres;

<65	Feb	March	APRIL	MAY	JUNE	JULY	AUGUST
Risca Male	79	82	110	125	86	139	114
Risca Female	57	46	31	33	28	47	40
Heolddu	36	61	55	33	61	43	34
Heolddu	38	39	42	45	52	60	45
Cefn Forest	152	155	147	131	145	187	124
Cefn Forest	101	98	95	89	96	147	112
Caerphilly	108	114	101	123	97	94	88
Caerphilly	118	142	130	123	131	138	160
Newbridge	84	117	87	98	97	108	91
Newbridge	83	119	118	80	95	109	123
Bedwas	11	9	15	8	8	16	7
Bedwas	21	15	17	14	17	26	27
	888	997	948	902	913	1114	965

65-69	Feb	March	APRIL	MAY	JUNE	JULY	AUGUST
Risca	94	78	84	91	65	64	80
Risca	61	82	80	75	69	98	84
Heolddu	137	143	137	141	153	152	115
Heolddu	79	92	72	55	68	77	61
Cefn Forest	133	128	90	122	116	142	124
Cefn Forest	102	122	153	146	131	146	95
Caerphilly	164	190	158	159	146	124	141
Caerphilly	169	156	131	140	135	145	139
Newbridge	109	87	99	97	79	101	56
Newbridge	86	82	89	111	110	103	97
Bedwas	13	16	37	22	16	23	27
Bedwas	45	40	39	29	32	29	28
	1192	1216	1169	1188	1120	1204	1047

70-74	Feb	March	APRIL	MAY	JUNE	JULY	AUGUST
Risca	54	78	84	91	65	64	80
Risca	61	82	80	75	69	98	84

Heolddu	57	143	137	141	153	152	115
Heolddu	45	92	72	141	68	77	61
Cefn Forest	119	128	90	122	116	142	124
Cefn Forest	112	122	153	146	131	146	95
Caerphilly	76	190	158	159	146	124	141
Caerphilly	186	156	131	140	135	145	139
Newbridge	152	87	99	97	79	101	56
Newbridge	76	128	89	111	110	103	97
Bedwas	17	16	37	22	16	23	27
Bedwas	16	40	39	29	32	29	28
	971	1262	1169	1274	1120	1204	1047
75+	Feb	March	APRIL	MAY	JUNE	JULY	AUGUST
Risca	100	94	87	85	66	92	67
Risca	17	28	27	49	29	40	29
Heolddu	70	97	94	91	85	100	82
Heolddu	40	66	50	55	57	61	45
Cefn Forest	53	70	50	56	43	73	36
Cefn Forest	69	70	66	45	56	64	61
Caerphilly	110	98	108	121	126	116	87
Caerphilly	111	144	122	169	151	142	115
Newbridge	124	118	172	102	74	80	130
Newbridge	31	33	46	31	18	21	22
Bedwas	33	21	35	34	19	29	27
Bedwas	3	4	6	3	3	9	3
	761	843	863	841	727	827	704

CONSULTATION

7	<p>Please outline the consultation / engagement process and outline any key findings.</p> <p>The Welsh Government and Sport Wales have provided each local authority with a communication toolkit to support the rollout of the new programme.</p> <p>Sport & Leisure Services have supplemented this by writing to each individual currently accessing the Free Swimming initiative and advising of the programme changes along with providing a 'frequently asked questions' briefing note. This approach has been supplemented by providing the information provided through the Sport Wales communication toolkit, along with approach to be adopted within Caerphilly county Borough at each leisure centre.</p> <p>Further direct communication will be provided following the outcome of the Cabinet report and the approval of the recommendation to develop a new subsidised pricing policy to support the implementation of the new scheme. Ongoing communication will</p>
----------	---

	<p>also be provided utilising all available channels to promote the available opportunities presented through the new scheme.</p> <p>Welsh Government and Sport Wales will also be undertaking a programme of nationwide communication to inform people of the changes to the Free Swimming Initiative and the supported rationale for the change in focus.</p>
--	---

MONITORING AND REVIEW

8	<p>How will the proposal be monitored?</p> <p>The Sport & Leisure Service will continue to review customer feedback via established systems, including Smartcard user data and Net Promotor Score.</p>
9	<p>How will the monitoring be evaluated?</p> <p>Sport and Leisure Services operate a robust, systematic Customer Comments process that is regularly reviewed for trend data. This data is used to monitor trends in relation to customer comments, complaints and identify any themes or insights that can be utilised to improve delivery and provision.</p> <p>The service regularly reports on customer usage across the full range of activities and facilities to establish trends and changes in customer behaviours and expectations.</p> <p>Regular engagement with groups, clubs and organisations is an established process across Sport & Leisure Services and this will continue to assist in programme development.</p> <p>Customer Satisfaction survey and Net Promotor Score process. This data will be used to identify themes and monitor customer insights and monitor implementation of any improvements.</p>
10	<p>Have any support / guidance / training requirements been identified?</p> <p>Not at present, but subject to ongoing review.</p>
11	<p>If any adverse impact has been identified, please outline any mitigation action.</p> <p>Age</p> <p>The proposal presented to cabinet recommends a highly subsidised pricing structure that aims to provide the broadest opportunity for older adults to engage in aquatic based activity. This will be supported by the development of a programme that continues to offer a programme of free access that supports the objectives associated with the development of the new programme and scheme.</p>

The free sessions will be proactively promoted through existing channels and utilising current knowledge and insights.

All of the leisure centres with swimming pool facilities are fully accessible and accessible by public transport. New and refurbished facilities with modern equipment will be particularly attractive to new users and should encourage participation by older people. This aspect is supported through the capital budget allocated as part of the new FSI grant to CCBC.

12 What wider use will you make of this Equality Impact Assessment?

This Equality Impact Assessment will be used to assist in the decision making process regarding the changes associated with newly developed Free Swim Initiative and the introduction of a subsidised pricing structure for older adults (60+) and to ensure that due regard is given to the requirements of the Public Sector Equality Duty.

13	<p>An equality impact assessment may have four possible outcomes, through more than one may apply to a single proposal. Please indicate the relevant outcome(s) of the impact assessment below.</p> <p style="text-align: right;">Please tick as appropriate:</p> <p>No major change – the impact assessment demonstrated that the proposal was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. <input type="checkbox"/></p> <p>Adjust the proposal – the impact assessment identified potential problems or missed opportunities. The proposal was adjusted to remove barriers or better promote equality. <input type="checkbox"/></p> <p>Continue the proposal – the impact assessment identified the potential problems or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant proposals.) <input checked="" type="checkbox"/></p> <p>Stop and remove the proposal – the impact assessment identified actual or potential unlawful discrimination. The proposal was stopped and removed, or changed. <input type="checkbox"/></p>
-----------	---

Completed by:	Jeff Reynolds
Date:	30/09/2019
Position:	Sport & Leisure Services Facilities Manager
Name of Head of Service:	Rob Hartshorn



CABINET – 16TH OCTOBER 2019

SUBJECT: HAFOD-YR-YNYS AIR QUALITY PROJECT – PROPERTY ACQUISITION AND COMPENSATION FUNDING

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the financial arrangements associated with the voluntary acquisition or compulsory purchase of properties at Hafod-yr-ynys for demolition in order to achieve compliance with the Ambient Air Quality Directive, in accordance with the Air Quality Direction issued to the Authority by Welsh Government.
- 1.2 For Cabinet to agree that funding be set aside in an earmarked reserve from the Environmental Health revenue budget projected underspend for the 2019/20 financial year, to assist with the acquisition of properties and compensation package to residents and property owners at Hafod-yr-ynys.

2. SUMMARY

- 2.1 The national nitrogen dioxide air quality objectives are being exceeded at receptor locations on Hafod-yr-ynys Road. In February 2018 Welsh Government issued an Air Quality Direction to Caerphilly CBC to undertake a feasibility study for the area and to determine a preferred option or basket of options which will achieve compliance with the Ambient Air Quality Directive air quality objectives in the 'shortest possible time'.
- 2.2 On the 31st July 2019, Welsh Government issued a new Direction to Caerphilly County Borough Council, 'Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2019'. The Direction states that the demolition option should proceed immediately and without delay. Cabinet proposed that to minimise the risk of residents suffering financial detriment and hardship; the properties would be purchased at 150% of the market value with a home loss payment set at 10% of the original valuation.
- 2.3 Valuations undertaken indicate that the cost of purchasing all the properties in question at 150% of market value, with a 10% home loss payment (where appropriate) will amount to circa £2.770m. However, Welsh Government has now advised that to demonstrate responsible public expenditure within financial guidelines their funding should be in accordance with the Compensation Code. Whilst it is acceptable to use values reflecting a no scheme scenario, i.e. prior to the identification of the pollution issue, this increases values to 130% of the market value rather than 150%; together with a Home Loss Payment which is 10% of the elevated value (130%). This approach would result in a shortfall of Welsh Government funding to purchase the properties of circa £268k. Welsh Government has been requested to consider funding a discretionary well-being top-up payment to make up the shortfall.
- 2.4 Section 2(1) of the Local Government Act 2000 gives a local authority a wide ranging discretionary power to do anything that it considers is likely to promote or improve the

environmental, economic and social well-being of their area and persons within that area, or either of those. The Environmental Health service is currently projecting a net revenue budget underspend of £296k for the current financial year. It is therefore proposed that £268k of this projected underspend is set aside in an earmarked reserve to fund the discretionary well-being top-up payment to residents in the event that the Welsh Government does not agree to fund the shortfall.

3. RECOMMENDATIONS

- 3.1 It is recommended that £268k of the projected 2019/20 Environmental Health revenue budget underspend of £296k be set aside in an earmarked reserve to meet any shortfall in Welsh Government funding to fund the discretionary well-being top-up payments under Section 2(1) of the Local Government Act 2000.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To mitigate any potential impacts on health and to comply with the statutory obligations of the local authority.
- 4.2 To minimise the risk of residents suffering financial detriment and hardship as a result of their homes being voluntarily acquired or compulsorily purchased.

5. THE REPORT

- 5.1 The national nitrogen dioxide air quality objectives are being exceeded at receptor locations on Hafod-yr-ynys Road. In February 2018 Welsh Government issued an Air Quality Direction to Caerphilly CBC to undertake a feasibility study for the area and to determine a preferred option or basket of options which will achieve compliance with the Ambient Air Quality Directive air quality limit values in the 'shortest possible time'.
- 5.2 The completed Feasibility Report was approved by Cabinet on 26th June 2019, and thereafter submitted to Welsh Government. The report concluded that the preferred option to achieve compliance in the shortest possible time was to demolish the dwellings at Woodside Terrace, to include 1&2 Woodside Shops and Yr Adfa with re-alignment of the footpath. Cabinet proposed that to minimise the risk of residents suffering financial detriment and hardship; the properties would be purchased at 150% of the market value with a home loss payment set at 10% of the original valuation.
- 5.3 On the 31st July 2019, Welsh Government issued a new Direction to Caerphilly County Borough Council, 'Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2019'. The Direction states that the demolition option should proceed immediately and without delay, on the basis assessments completed to date show this is the most likely option to achieve the legal requirement with strong modelled reductions in nitrogen dioxide and the potential to reduce below the threshold. However, further modelling and assessment of the demolition option and complementary measures should also be undertaken.
- 5.4 Demolition of the properties will need to be preceded by the Council acquiring the properties and land through a voluntary acquisition or compulsory purchase process. The Council will need to seek Welsh Government approval for the Compulsory Purchase Order and be able to demonstrate that taking the land is necessary and that there is a compelling case in the public interest.
- 5.5 Valuations indicate that the cost of purchasing all the properties in question at 150% of market value, with a 10% home loss payment (where appropriate) will amount to circa £2.770m.

However, Welsh Government has now advised that to demonstrate responsible public expenditure within financial guidelines their funding should be in accordance with the Compensation Code. It is acceptable to use values reflecting a no scheme scenario, i.e. prior to the identification of the pollution issue. Taking into consideration recent valuations (supported by the District Valuation Services) this would be at 130% of the market value rather than 150% and with a Home Loss Payment of 10% based on an elevated valuation (130%) instead of the original valuation. The new valuation at 130% together with the home loss payment equates to a shortfall ranging from £7.7k to £17.7k per property. This amounts to a total deficit of circa £268k for the purchase of the properties. Therefore, Welsh Government has been requested to consider funding a discretionary Well-being top-up payment to make up the shortfall.

- 5.6 The initial figure of 150% was based on best available evidence in the time available and work has been ongoing since submission of the feasibility study to better detail costings. Whilst it is unfortunate that the Compensation Code does not facilitate the original proposal Welsh Government have assured that they are doing all that they can to deliver the best outcome for residents. Welsh Government Officials will ask the Minister to consider three funding options:
1. Acquisition costs under compensation code allowable cost headings only;
 2. Acquisition costs under compensation code allowable cost headings only but with an option to consider further 'wellbeing' payments should a sufficiently robust case subsequently be made to re-visit the compensation; and
 3. Acquisition costs plus wellbeing payment.
- 5.7 Informal feedback to date, suggests that option 1 will be favoured. Therefore, if this is the case, Caerphilly County Borough Council will be required to fund the gap. In anticipation of a less favourable outcome from Welsh Government, measures are being put in place to secure the relevant budget, so that the Council may honour its commitment to residents to minimise the potential for them to suffer financial hardship.
- 5.8 Section 2(1) of the Local Government Act 2000 gives a local authority a wide ranging discretionary power to do anything that it considers is likely to promote or improve the environmental, economic and social well-being of their area and persons within that area, or either of those. It is considered that this power to promote or improve Economic, Social or Environmental Well-Being provides the legal basis for making the top-up payment to residents. This payment will enable those people affected to purchase properties within the surrounding locality which offsets some of the impact this scheme will have on the community.
- 5.9 Environmental Health is currently projecting a net revenue budget underspend of £296k for the current financial year. This is partly due to a £155k projected underspend in salaries from a combination of staff on unpaid leave, staff on reduced hours and delayed filling of vacant posts. There is also additional income of £10k in the Enforcement Team in relation to the final year of the pest control SLA agreement with Blaenau Gwent. There is also expected to be additional funding of £131k from Welsh Government to finance staff time associated with the delivery of the Hafod-yr-ynys project.
- 5.10 **Conclusion**
The purchase of the properties at Woodside Terrace, including 1&2 Woodside Shops and Yr Adfa; is likely to result in a financial shortfall of circa £268k. Should this shortfall not be funded by Welsh Government it is proposed that £268k of the Environmental Health projected revenue budget underspend detailed in the above paragraph is set aside in an earmarked reserve to fund the discretionary well-being top-up payment to residents using the Well-being Power contained within Section 2(1) of the Local Government Act 2000.

6. ASSUMPTIONS

- 6.1 Based on information obtained to date, it is assumed that Welsh Government will award funding based on the Compensation Code, which does not include discretionary well-being

top-up payments. It is therefore assumed that there will be a deficit in funding, which it is proposed to fund from the Environmental Health budget ring-fenced under-spend.

- 6.2 It is currently assumed that the projected 2019/20 revenue budget underspend for Environmental Health will be £296k. Any significant adverse variation to this projection will need to be managed within the overall revenue position for the Communities Directorate.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 Local Air Quality Management (LAQM) is a statutory requirement. Addressing air quality 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 Council's Corporate Plan 2018-2023:

- WBO 4: Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment
- 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

- 7.3 Addressing air quality contributes to the following Well-being goals within the Well-being of Future Generations Act (Wales) 2015:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A globally responsible Wales

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 Local Air Quality Management contributes to the Well-being Goals as set out in the Links to Strategy above. The service's activity in this regard is consistent with the five ways of working as defined within the sustainable development principle in the Act in that it is focussed on preventing harm to public health. The service follows a statutory process in relation to Local Air Quality Management and uses a range of strategies, activities and interventions that ensure an integrated and balanced approach to service delivery. This process seeks to balance the need for proactive intervention programmes with the need to promote, educate and inform both key stakeholders and the public; collaborating with them to promote and improve air quality over the long term.

9. EQUALITIES IMPLICATIONS

- 9.1 The equalities implications associated with the Final Plan have been considered and all protected groups will gain positive health benefits from reductions in nitrogen dioxide levels. An Equalities Impact Assessment has been developed for the demolition proposal within the Final Plan and it is assumed that all residents will benefit equally from the proposed financial protections afforded to them under the proposed acquisition mechanism.

10. FINANCIAL IMPLICATIONS

- 10.1 Welsh Government has agreed in principle to fund the acquisition of properties in accordance with the Compensation Code with funding totalling circa £2.502m. However, valuations

indicate that the cost of purchasing all the properties in question at 150% of market value, with a 10% home loss payment (where appropriate) will amount to circa £2.770k. Caerphilly County Borough Council may be required to fund the shortfall as a discretionary Well-being top-up payment of circa £268k. It is proposed that, if necessary, this will be funded through an earmarked reserve established from the projected Environmental Health 2019/20 revenue budget underspend as noted in paragraph 2.4 and paragraph 5.9.

11. PERSONNEL IMPLICATIONS

11.1 None.

12. CONSULTATIONS

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

13. STATUTORY POWER

13.1 Environment Act 1995
European Ambient Air Quality Directive (2008/50/EC)
Local Government Act 2000

Author: Ceri Edwards, Environmental Health Manager
Consultees: Cllr D.T Davies, Chair Environment and Sustainability Scrutiny Committee
Cllr A. Hussey, Vice Chair Environment and Sustainability Scrutiny Committee
Cllr Eluned Stenner, Cabinet Member for Environment and Public Protection
Cllr Sean Morgan, Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability and Well-being of Future Generations
Councillor Carl Thomas, Crumlin Ward Member
Councillor Mike Davies, Crumlin Ward Member
Mark S. Williams, Interim Corporate Director Communities
Robert Hartshorn, Head of Public Protection, Community and Leisure Services
Maria Godfrey, Team Leader, Environmental Health
Rob Tranter, Head Of Legal Services and Monitoring Officer
Steve Harris, Interim Head of Business Improvement Services and Acting S151 Officer
Mark James, Principal Valuer
Richard Crane, Senior Solicitor
Anwen Cullinane, Senior Policy Officer (Equalities and Welsh Language)
Shaun Watkins, HR Manager
Mike Eedy, Finance Manager
Paul Adams, Senior Assistant Accountant

Background Papers:
Environment Act 1995 (feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2018, dated 15th February 2018
Environment Act 1995 (feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2019, dated 29th July 2019
Hafod-yr-ynys Final Plan

This page is intentionally left blank



CABINET – 16TH OCTOBER 2019

SUBJECT: LAND FOR SALE AT PONTYMISTER INDUSTRIAL ESTATE

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

- 1.1 The attached report outlined proposals to sell a plot of surplus Council-owned land at Pontymister Industrial Estate to M Seven Real Estate (the owner of the adjacent Pontymister Industrial Estate). M Seven Real Estate wish to buy the land in order to construct a 'drive-thru' facility for Costa Coffee. The report was considered by the Environment and Sustainability Scrutiny Committee on 17th September 2019.
- 1.2 Members were advised that selling of land is usually agreed by the Head of Property under delegated powers. However in this instance because two local ward members raised objections during the consultation process, a report is to be considered by Cabinet to seek a decision on whether the sale should proceed. The Environment and Sustainability Scrutiny Committee were asked to consider this proposal and make its recommendations to Cabinet.
- 1.3 The Committee heard evidence from a member of the public Ms D Crahart and local ward member Councillor R. Owen. Ms Crahart outlined her concerns regarding the proposal to construct a 'drive- thru' Costa Coffee and the consequential impact on traffic. Ms Crahart explained that the access to this plot of land is directly off a roundabout that also leads to and from the Risca Town Centre and the Main by-pass. She stated that it is already a very busy area and can become very congested due to the existing presence of Tesco, KFC and Aldi on the same roundabout. She expressed concerns that an additional 'drive-thru' facility will have a significant impact on the volume of traffic and have a knock on effect upon the Town Centre and local residents.
- 1.4 Councillor R. Owen declared a personal and prejudicial interest stating that he and his wife own a commercial property on Tredegar Street, Risca. The property was a café business but is currently vacant however it is re-leased as a café from November 2019, and having sought advice from the Monitoring Officer he is able to speak under paragraph 14(2) of the code of conduct for members, as a member of the public is also addressing the scrutiny committee. As advised Cllr Owen stated that once he had completed his statement unless there were questions from the Committee he would then leave the committee room. Councillor Owen expressed his concerns of the potential impact upon Risca Town Centre High Street, should the proposal to construct a 'drive-thru' facility for Costa Coffee be approved. He outlined the ambition that is stated in the Councils' 'Town Centres - Unique Places' document which states that Town Centres play an increasingly important role in shaping the communities they serve. He stated that businesses on the High Street in Risca are working hard to attract customers and they have recently seen the benefit of civil parking enforcement freeing up parking spaces and resulting in an increase in footfall. However he fears that the proposal for a 'drive- thru' Costa Coffee would have a detrimental impact upon the High Street thereby undermining the aims of the 'Town Centres - Unique Places' document and the effort of local businesses. The Interim Corporate Director stated that the proposed development was outside the boundary of

Risca town centre as defined in various corporate strategies.

- 1.5 During the course of the ensuing debate, Members made enquiries regarding consultation with Tesco and were advised that this would not be required for the sale of a plot of land. The Committee asked if there was any information on the number potential employees for a 'drive-thru' facility for Costa Coffee and any potential impact on employees at similar businesses. Officers advised that Planning can request a retail impact study but it was unlikely that this would be required in this instance due to the distance from the town centre and size of the proposed use. Members sought clarification regarding the links to the Corporate Plan identified in the report, particular reference was made in respect of Objective 1 and the link to education opportunities, it was explained that there may be job opportunities for those in education. A further query was raised regarding Objective 4 and the proposed development complementing the strategic highway. Officers explained that this kind of development would be considered similar to a service station, therefore complementing the highway.
- 1.6 Scrutiny Committee Members sought clarification and it was confirmed that the only matter for consideration in the report was in respect of the sale of land and that planning considerations regarding the proposal for a 'drive- thru' Costa Coffee is a matter for Planning Committee. It was also noted that the completion of any sale, if agreed by Cabinet, is dependent upon planning consent being granted. Therefore if planning permission is not granted, the sale of land will not proceed.
- 1.7 Following consideration and discussion the Environment and Sustainability Scrutiny Committee by a majority present, and in noting in that there were 3 abstentions and one against, recommend to Cabinet :
- (i) That Cabinet agrees to sell the land to the owners of the adjoining Pontymister Industrial Estate subject to planning consent and "stopping up" the highway and otherwise on terms to be agreed to enable the construction of a 'drive thru' for Costa Coffee.
 - (ii) That the approval of the terms of sale of the land be delegated to the Interim Head of Property Services in consultation with the Cabinet Member for Homes and Places.
- 1.8 Cabinet are asked to consider the report and the above recommendations.

Author: Catherine Forbes-Thompson, Scrutiny Manager – forbecl@caerphilly.gov.uk

Appendices:

Appendix Report to Environment and Sustainability Scrutiny Committee Report 17th September 2019 – Agenda Item 8



ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE – 17TH SEPTEMBER 2019

SUBJECT: LAND FOR SALE AT PONTYMISTER INDUSTRIAL ESTATE

REPORT BY: INTERIM CORPORATE DIRECTOR COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 The attached report is to be presented to Cabinet on 16th October 2019. The proposed disposal has been consulted on with local Risca Members, and 2 of the 5 Members have raised objections to the principle of the sale; those objections are more germane to planning considerations, to which any development would be subject, and the Scrutiny Committee's views are being sought on the principle of the sale prior to consideration by Cabinet.

2. SUMMARY

- 2.1 M Seven Real Estate (the owner of the adjacent Pontymister Industrial Estate) wishes to buy a small parcel of Council-owned land in order to construct a 'drive-thru' facility for Costa Coffee. Two local Risca Members have raised objections to the principle of the sale hence Cabinet will be asked to decide whether the sale should proceed. The report addresses the principle of the sale of land only and not the various technical issues that would be considered if and when a planning application is made.
- 2.2 Scrutiny Committee's views are sought.

3. RECOMMENDATIONS

- 3.1 Members are asked to discuss the report and make known the Scrutiny Committee's views on the principle of the sale prior to consideration by Cabinet.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 That the Scrutiny Committee's views are made known as part of the consultation process.

Author: Timothy J Broadhurst, Estates Manager broadt@caerphilly.gov.uk

Appendices:

Appendix Cabinet Report dated 16th October 2019



CABINET – 16TH OCTOBER 2019

SUBJECT: LAND AT PONTYMISTER INDUSTRIAL ESTATE

REPORT BY: INTERIM CORPORATE DIRECTOR OF COMMUNITIES

1 PURPOSE OF REPORT

- 1.1 The purpose of the report is to recommend to Cabinet that, subject to planning and “stopping up” highway rights, it is agreed to sell a parcel of land (shown edged red on Plan N^o1 attached and currently forming part of the adopted highway) (“the land”) to the owners of the adjoining Pontymister Industrial Estate, which will enable them to construct a ‘drive thru’ for Costa Coffee. The land comprises circa 820m².

2 SUMMARY

- 2.1 The owners of the adjoining Pontymister Industrial Estate, M Seven Real Estate, wish to assemble a site on which they can develop a ‘drive thru’ for Costa Coffee at Pontymister Industrial Estate; the indicative layout is shown on Plan N^o2 attached. Part is already owned by M Seven Real Estate and part by this Council; neither parcel of land can accommodate the development in isolation, and neither is capable of being developed individually.
- 2.2 The developer is aware of both the presence of the traversing gas main (he has advised us that, upon consultation with the relevant statutory body, it can be rerouted (at the developer’s cost) around the land in question as appropriate), and that the land is within a flood zone (however this would be factored into a planning application).
- 2.3 The developer has also had direct discussions with Highways officers and is aware of the need to “stop up” the highway rights affecting the land (which was the access road into the industrial estate before the Tesco development).
- 2.4 A drive-thru in this location will improve the consumer choice for those using the existing industrial estate and surrounding area. It will also deliver significant investment in an underutilised site, introduce a new national food and beverage operator in the locality and complement the established function of the area (LDP Policy CW2).
- 2.5 Two Local members have expressed concerns about the effect this proposal might have on Risca high street but officers suggest that a second ‘drive thru’ at this location (the first being ‘KFC’) would be compatible with the surrounding uses and would neither result in a material harm to the wider employment function of the Pontymister Industrial Estate, nor detract from the existing offer provided by the defined town centre; in this context, it should be noted that, where a retail proposal is for less than 1,000m² in size, it is unlikely to undermine the Council’s Retail Strategy.

A third has canvassed local opinion, which is reportedly 50:50 on the development

3 RECOMMENDATIONS

- 3.1 That Cabinet agrees to sell the land to the owners of the adjoining Pontymister Industrial Estate subject to planning consent and “stopping up” and otherwise on terms to be agreed to enable the construction of a ‘drive thru’ for Costa Coffee.
- 3.2 That the approval of other terms be delegated to the Interim Head of Property Services in conjunction with the Cabinet Member for Homes and Places.

4 REASONS FOR THE RECOMMENDATIONS

- 4.1 The asset is surplus to the Council’s operational requirements.
- 4.2 Paragraph 8.1(iv) of the Disposal Procedure in Part 4 of the Council’s Constitution states that Cabinet approval will be obtained before direct negotiations are opened with a single party where it is possible to market a property but where the Head of Property Services is of the opinion that this course of action may not be in the best financial or service interests of the Authority.
- 4.3 The foundational economy makes a substantial contribution to GVA in Wales and Caerphilly County Borough. Support for this sector could make a significant impact on the economy of the area and the presence of Costa in the town may serve to attract other national retailers into the area.

5 THE REPORT

- 5.1 The owners of the adjoining Pontymister Industrial Estate, M Seven Real Estate, wish to assemble a site on which they can develop a ‘drive thru’ for Costa Coffee at Pontymister Industrial Estate; the indicative layout is shown on Plan N°2 attached. Part is already owned by M Seven Real Estate and part by this Council; neither parcel of land can accommodate the development in isolation, and neither is capable of being developed individually.
- 5.2 The site is located on the edge of the Pontymister industrial estate, within the defined settlement boundary of Pontymister, Risca (the adopted Local Development Plan (LDP) refers). It is to the rear of a terrace of industrial units forming part of the estate and comprises an area of undeveloped land, which is largely laid to grass.
- 5.3 The site is ‘white land’ (i.e. not designated or allocated for any specific use within the adopted LDP). Risca/Pontymister is defined as a Principal Town Centre in the LDP, and provides a number of services including retail.
- 5.4 A drive-thru in this location will improve the consumer choice for those using the existing industrial estate and surrounding area. It will also deliver significant investment in an underutilised site, introduce a new national food and beverage operator in the locality and complement the established function of the area. It will support the role of Risca/Pontymister in the settlement hierarchy, enhancing the attraction of the destination through an improved mix of services and facilities and would be defined as an ancillary use to the existing industrial estate.
- 5.5 There has been growth in complementary uses within Pontymister Industrial Estate and the surrounding area. The proposed drive-thru would be in line with such uses and would enhance the wider spin-off benefits to the existing industrial area. Furthermore given the site’s close proximity to the A467 Risca Bypass the introduction of a drive through coffee shop at this strategic location could actively encourage traffic that would otherwise bypass the town to visit the retail provision in the area.
- 5.6 According to the developer, the proposal will bring significant economic benefits by developing underutilised land and creating new and increased employment opportunities for local people – with a typical outlet providing for 18 full/part time jobs with flexible shifts, which is typically the equivalent of 11 full time jobs and enhancing customer and consumer choices.

- 5.7 The proposed development comprises only 167m² and is, therefore, modest in size; it is significantly below the retail threshold set out in national policy and also below the 2500m² threshold set in Welsh Government TAN 4 Retail and Commercial Development, requiring a retail impact assessment.
- 5.8 It is important to note that the drive-thru element is an integral part of the development proposal, similar to the existing drive-thru KFC, which is located to the north west of the site.
- 5.9 The drive-thru coffee shop model is a materially different format, and serves a different market to traditional high street coffee shops. The drive-thru business model requires a prominent and visible presence to a main road/thoroughfare. A dedicated drive-thru lane will be provided in order for customers to use this element of the operation, which is something that cannot be easily accommodated in a traditional town centre site.
- 5.10 The unit will serve customers already visiting the commercial and employment uses in the area (including linked trips to the Tesco Extra), together with pass-by trade from the main road network (people visiting, those working in the area or passing through to wider destinations) and local residents.
- 5.11 Drive-thru facilities offer customers an opportunity to purchase coffee for those times when they are in the local area, (i.e. they are visiting other facilities near to the drive-thru) or are on the local highway network. In most instances, a drive-thru operation attracts customers who are not planning to use a traditional town centre coffee shop and who are seeking speed and convenience.
- 5.12 The developer is aware of both the presence of the traversing gas main (he has advised us that, upon consultation with the relevant statutory body, it can be rerouted (at the developer's cost) around the land in question as appropriate), and that the land is within a flood zone (however this would be factored into a planning application).
- 5.13 The developer has also had direct discussions with Highways officers and is aware of the need to "stop up" the highway rights affecting the council's land (which was the access road into the industrial estate before the Tesco development).
- 5.14 The developer is prepared to buy the land subject to planning and "stopping up". It is important to recognise that we are recommending a sale of this land *only because the adjoining owner wishes to assemble a development site and will pay for "stopping up" the highway should the project proceed*; in the absence of such interest, we would not consider bringing the site to the market given the constraints noted in paragraphs 5.12 and 5.13 above.
- 5.15 Cabinet will recall that the Protocol for Disposal of Property states, at paragraph 8.1(iv), that in those cases where it is possible to market a property but the Head of Property is of the opinion that this course of action may not be in the best financial or service interests of the Authority, Cabinet approval will be obtained before direct negotiations are opened with a single party, and the views of ward members will be taken into consideration
- 5.16 Two local members have expressed concerns about the effect this proposal might have on Risca high street, and these are set out in paragraph 12 below, but officers suggest that a second 'drive thru' at this location (the first being 'KFC') would be compatible with the surrounding uses. The development would require planning permission and that process would allow the retail impact of the development on the existing town centre along with other material considerations to be fully considered; however it is worth noting that where a retail proposal is for less than 1,000m² in size it is unlikely to undermine the Council's Retail Strategy.
- 5.17 A third ward member has consulted with local residents via the Council's social media page and had fifty two (52) responses; exactly half expressed support and the comments (both positive and negative are set out in paragraph 12 below.

In addition, other suggestions were put forward:

- ↳ Put it further away from the lower end of Risca where the cafes are.
The proposal is site specific; we are asked to sell a particular piece of land to allow a development to take place.

↪ Put it near the train stations instead.

The proposal is site specific; we are asked to sell a particular piece of land to allow a development to take place

↪ Try something other than a Coffee Shop, we have so many already.

We are responding to a specific, defined, development proposal.

↪ Can we encourage a local business to set up a Coffee drive through instead of conglomerate business?

We are responding to a specific, defined, development proposal.

5.18 For the reasons set out above in paragraph 5.17 above, and, given the nature of the concerns expressed by 2 of the other local Members and that they oppose the recommendation, ward members comments can neither be addressed satisfactorily in the report, nor incorporated in the recommendation because 2 of the 5 ward members do not wish the transaction to proceed.

5.19 There are two options for members to consider:

1. To decline the approach from M Seven Real Estate to acquire the land; this will frustrate the development proposal as it cannot be accommodated solely on land within the ownership of M Seven Real Estate.
2. To accede to the request from M Seven Real Estate to acquire the land; this will facilitate the development proposal and allow a 'drive thru' to be developed, subject to planning and "stopping up"; in this scenario, the Council will receive a capital receipt.

5.20 Conclusion

Two Ward Members have expressed significant concerns about the effect a 'drive thru' will have on Risca high street, which does have "a few small coffee shops" as well as having a Costa Coffee offer within the town, in the form of a take-away machine in the one-stop shop adjacent to the Library together with an own-brand offer in the Tesco Extra superstore that is approximately 100 metres away from this proposed site; a third has canvassed local opinion, which is reportedly 50:50 on the development; the other local members made no comments.

However, for the reasons given in the report, the officer recommendation is to sell the site to M Seven Real Estate (the owner of the adjacent Pontymister Industrial Estate).

6 ASSUMPTIONS

6.1 It is assumed that this retail proposal, being less than 1000m² in size, is unlikely to undermine the Council's Retail Strategy. There is a further assumption that, given the site's close proximity to the A467 Risca Bypass, the introduction of a drive through coffee shop at this strategic location could actively encourage traffic that would otherwise bypass the town to visit the retail provision in the area.

6.2 No other assumptions have been made or thought necessary.

7 LINKS TO RELEVANT COUNCIL POLICIES

7.1 The report links to the Asset Management Strategy - Property & Land, as well as both the Corporate Plan 2018-2023 and the Council's Regeneration Strategy A Foundation for Success 2018 - 2023.

Corporate Plan 2018-2023.

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

Objective 1 Improve education opportunities for all.

The recommendation will enable education opportunities for school leavers and those in NEET in an informal setting with particular reference to life skills.

Objective 2 Enabling employment.

The recommendation will enable employment during both the construction

and operational phases of the project.

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.

The recommendation will help prevent homelessness and tackle rough sleeping through enabling employment.

Objective 4 Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment. The proposed development complements the strategic highway network.

A Foundation for Success 2018 – 2023

The proposal contributes towards the following key priorities of the Council’s Regeneration Strategy A Foundation for Success:

Priority SP4 Improving resilience in the economy through the support and development of the foundational economy.

Priority SB1 Building a more resilient & diversified economy

Priority SQL7 Refocus on town centres to serve the needs of residents and business

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:

- A prosperous Wales*
- A healthier Wales*
- A more equal Wales*
- A Wales of vibrant culture and thriving Welsh Language*
- A globally responsible Wales*

The development will enable education opportunities for school leavers and those in NEET in an informal setting with particular reference to life skills	A Prosperous Wales, A More Equal Wales, A Wales of Vibrant Culture Thriving Welsh Language
The development will enable employment during both the construction and operational phases of the project.	A Prosperous Wales, A More Equal Wales, A Healthier Wales, A Globally Responsible Wales.

8.2 The proposal is a very minor one, being the disposal of land for the development of a ‘drive thru’ for Costa Coffee, so its consistency with the five ways of working set out in the sustainable development principle, as defined in the Act, is limited.

- Long Term There are no long term generational needs identifiable in the context of this proposal
- Prevention There is an argument that facilitating this development may NOT help public bodies meet their objectives in terms of supporting a healthy lifestyle, given the nature of the proposal - a ‘drive thru’.
- Integration There is an argument that facilitating this development may NOT help public bodies meet their objectives in terms of supporting a healthy lifestyle, given the nature of the proposal - a ‘drive thru’.
- Collaboration There are no collaborative actions identifiable in the context of this proposal
- Involvement The proposal links to the Asset Management Strategy - Property & Land, which explains the Council’s long-term approach to achieving its aims, fulfilling its Vision and how the goals and objectives are to be delivered.

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 The council will be relieved of its maintenance obligations, and will receive a capital sum for the sale of the site.

11 PERSONNEL IMPLICATIONS

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

12 CONSULTATIONS

- 12.1 The 5 Risca East and Risca West Ward Members have been consulted. The responses are outlined below:-

- i. Councillor Philippa Leonard has stated that she is

“ totally against a drive through Costa Coffee. The high street in Risca has a few small coffee shops and I feel a BIG company like costa would be detrimental to our small businesses in the high street. We most certainly DO NO NEED any more big concerns coming into Risca. The main High St relies on passing trade and to take trade from the small coffee shops will reduce even further the footfall of passing trade to other shops. Risca has the lowest footfall in all the town centres at the moment and I know this will add to the lack of high st interest in the future if Costa were to come to Risca.”

She has gone on to add that she has

“ a conflict of interest as [she is] a shop owner on the Risca high st. and [her] allegiance must be with the small businesses of Risca, although [she] can see the financial benefits to the borough as a whole with regards revenue and jobs.

“ [she is] concerned about the impact on small coffee shops and eaterys on the high st.

“ It's a difficult decision for [her but she must err] on the side of small businesses in Risca”.

- ii. Councillor Bob Owen has expressed

“ very serious concerns regarding this disposal. Whilst It may offer us a capital receipt this will be significantly offset by what I believe will be a serious loss of business to the traders in the main street. Risca is already overloaded with respect to food and drink outlets, isn't there a capping point? It does not require anymore, especially one that will be next to the by-pass. With the new CPE soon to come into force I believe this will contribute to increased footfall and trade for our businesses as cars will be able to short-term park on the main road to pick up drinks and papers etc. And we are already seeing freeing up of car spaces ahead of this, not the log-jam we once had. In addition to this we already have two Costa Coffee offers within the town, a take-away machine in the one-stop shop by the Palace but more significantly in the Tesco Extra superstore that is only approx. 100 metres away from this proposed site so does not make much sense on that count alone. As a council we have a duty to our local businesses, there is already far too much competition to our local traders from the big nationals (Tesco (inc Costa), Aldi, Lidl, Greggs, Dominoes), this decision if taken will clearly affect our much diminished footfall hence trade and could lead to businesses folding, my major concern is with respect to our local café's. Supposedly one of our unique towns, starved of investment for many years Risca is only just surviving, it is certainly not thriving. In Risca we are nothing if not resilient, and as a local member I am trying my damn hardest to push us forward. I therefore request, on the basis of the above points that this land is not disposed of for the purpose as stated.”

[Since receiving these observations, we have become aware that the Costa Coffee offer within the Tesco Extra has become an own-brand “Tesco Café” offering.]

- iii. Cllr Arianna Leonard took the proposal of a drive through Costa to local residents via our social media page and these were the figures that came back.

Twenty-six (26) residents who were interested in the Costa being built and twenty-six (26) who did not want to see it built.

Positive comments on the build were:

- ✓ Will boost business in the area.
- ✓ The Costa can be used after the working hours of other Coffee Shops.
- ✓ It will create Jobs.
- ✓ It should encourage other new businesses to the area.
- ✓ Not much in Risca compared to Blackwood so it will help.
- ✓ There were a number of comments who liked the idea of Costa close by.

Negative comments on the build were:

- ✗ There is no pharmacy in Tesco due to it affecting small business in Risca so how can a Costa be justified?
- ✗ Increase rubbish issues that already come from McDonald's and KFC.
- ✗ It will have a negative effect on the local coffee shops in the area.
- ✗ Will take business away from the high street, won't increase footfall and could be the nail in the coffin for Risca.
- ✗ Traffic is already really bad/dangerous on the Risca Roundabout.
- ✗ Costa are a corporation that avoids paying sufficient tax so don't want to support them.
- ✗ Number of Costas/Coffee Shops already in the area don't need more.

Other suggestions that were put forward were:

- ↪ Put it further away from the lower end of Risca where the cafes are.
- ↪ Put it near the train stations instead.
- ↪ Try something other than a Coffee Shop, we have so many already.
- ↪ Can we encourage a local business to set up a Coffee drive through instead of conglomerate business?

- iv. Cllrs Nigel George, and Ross Whiting made no comment.

13 STATUTORY POWER

- 13.1 Local Government Act 1972, and the Local Government Act 1972: General Disposal Consent (Wales) 2003. This is a Cabinet Function.

Author: Timothy Broadhurst, Estates Manager, broadt@caerphilly.gov.uk

Consultees: Christina Harrhy, Interim Chief Executive
Mark S Williams, Interim Corporate Director, Communities
Robert J Tranter, Head of Legal Services/Monitoring Officer
Mark Williams, Interim Head of Property Services
Lynne Donovan, Head of People Services
Steve Harris, Acting Head of Finance/Section 151 Officer
Rhian Kyte, Head of Regeneration and Planning
Tim Stephens, Planning Services Manager
Marcus Lloyd, Head of Infrastructure
Mark Noakes, Principal Engineer
Anwen Cullinane, Senior Policy Officer – Equalities and Welsh Language
Cllr Lisa Phipps, Cabinet Member for Homes and Places
Cllr Bob Owen, Ward Member – Risca West
Cllr Ross Whiting, Ward Member – Risca West

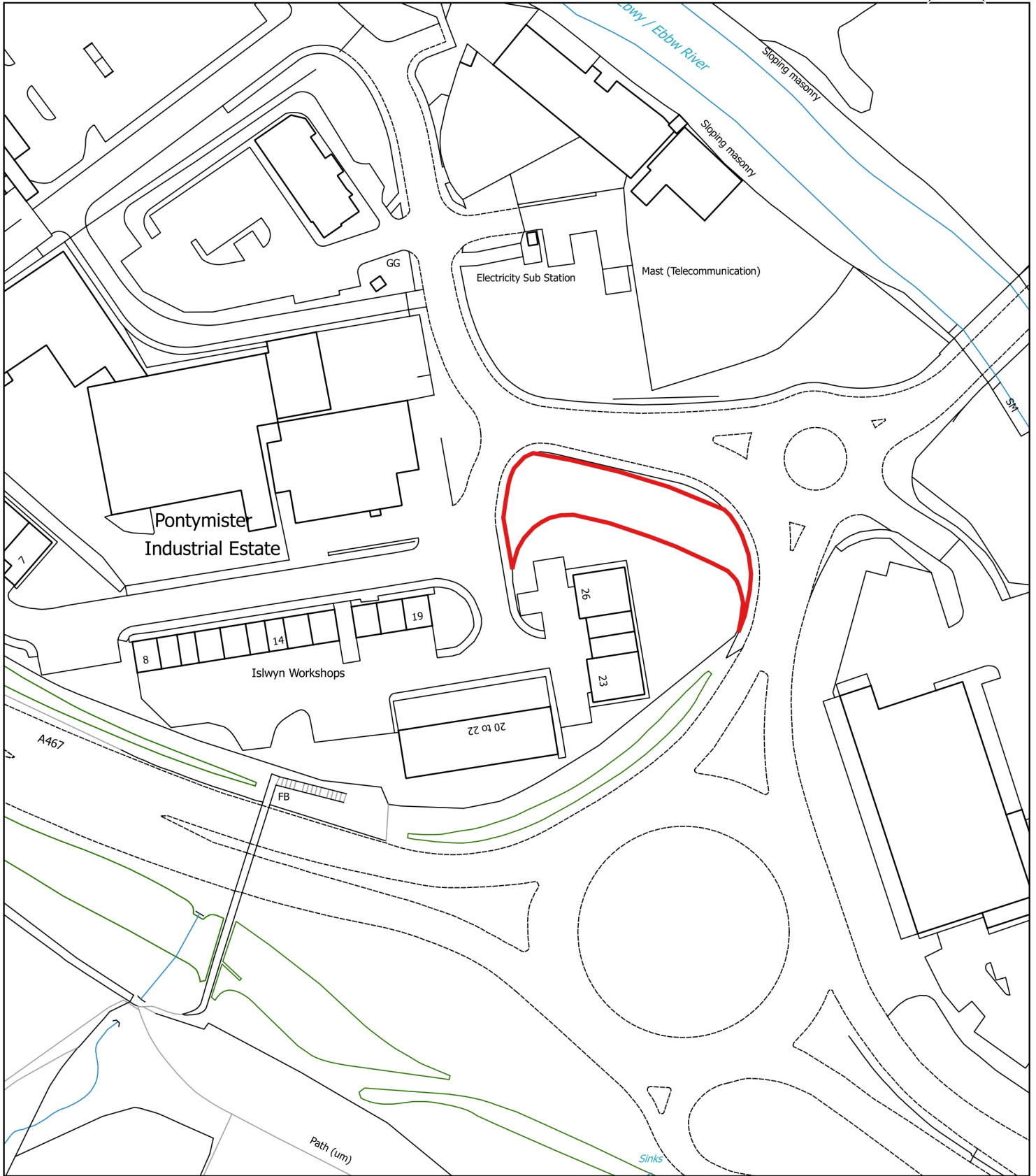
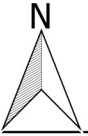
Cllr Nigel George, Cabinet Member for Neighbourhood Services, and Ward Member – Risca East
Cllr Philippa Leonard, Ward Member – Risca East
Cllr Arianna Leonard, Ward Member – Risca East
Cllr James Pritchard, Chair of Policy and Resources Scrutiny Committee
Cllr Gez Kirby, Vice Chair of Policy and Resources Scrutiny Committee
Cllr Tudor Davies, Chair of Environment and Sustainability Scrutiny Committee
Cllr Adrian Hussey, Vice Chair of Environment and Sustainability Scrutiny Committee

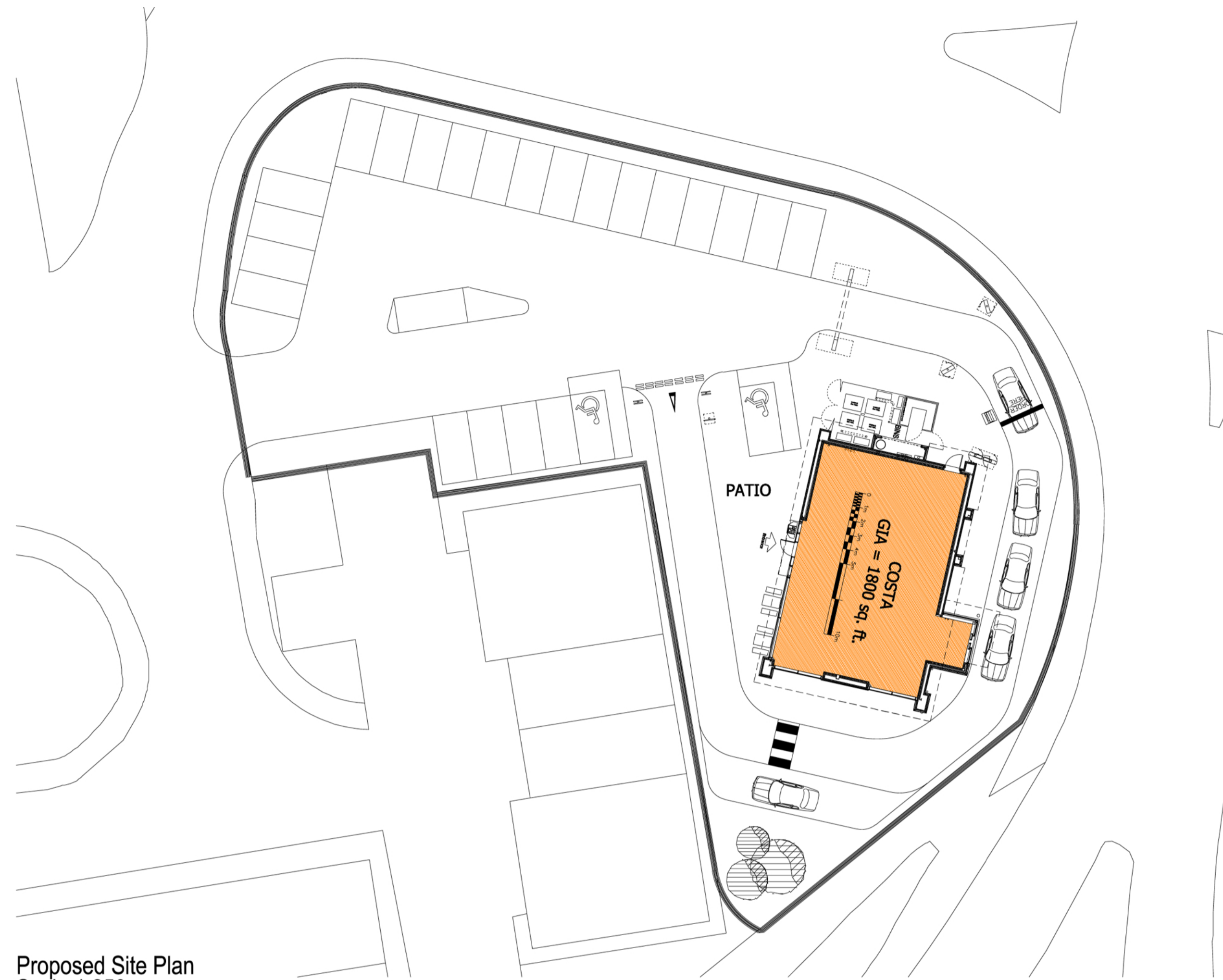
BACKGROUND PAPERS:

Background papers are exempt.

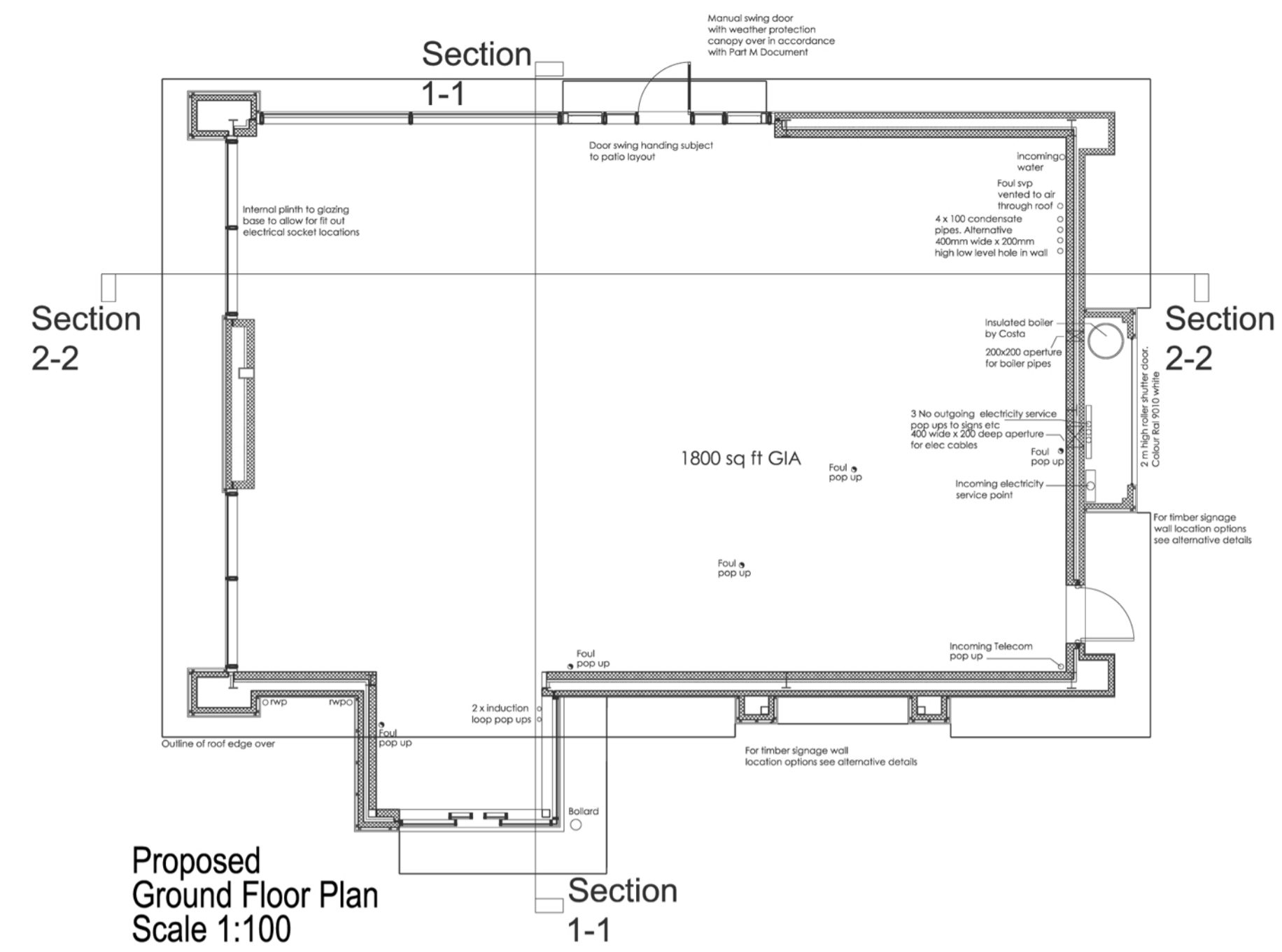
APPENDICES:

Appendix 1 Plan N°1 Council owned land
Appendix 2 Plan N°2 Indicative layout of 'drive thru' for Costa Coffee

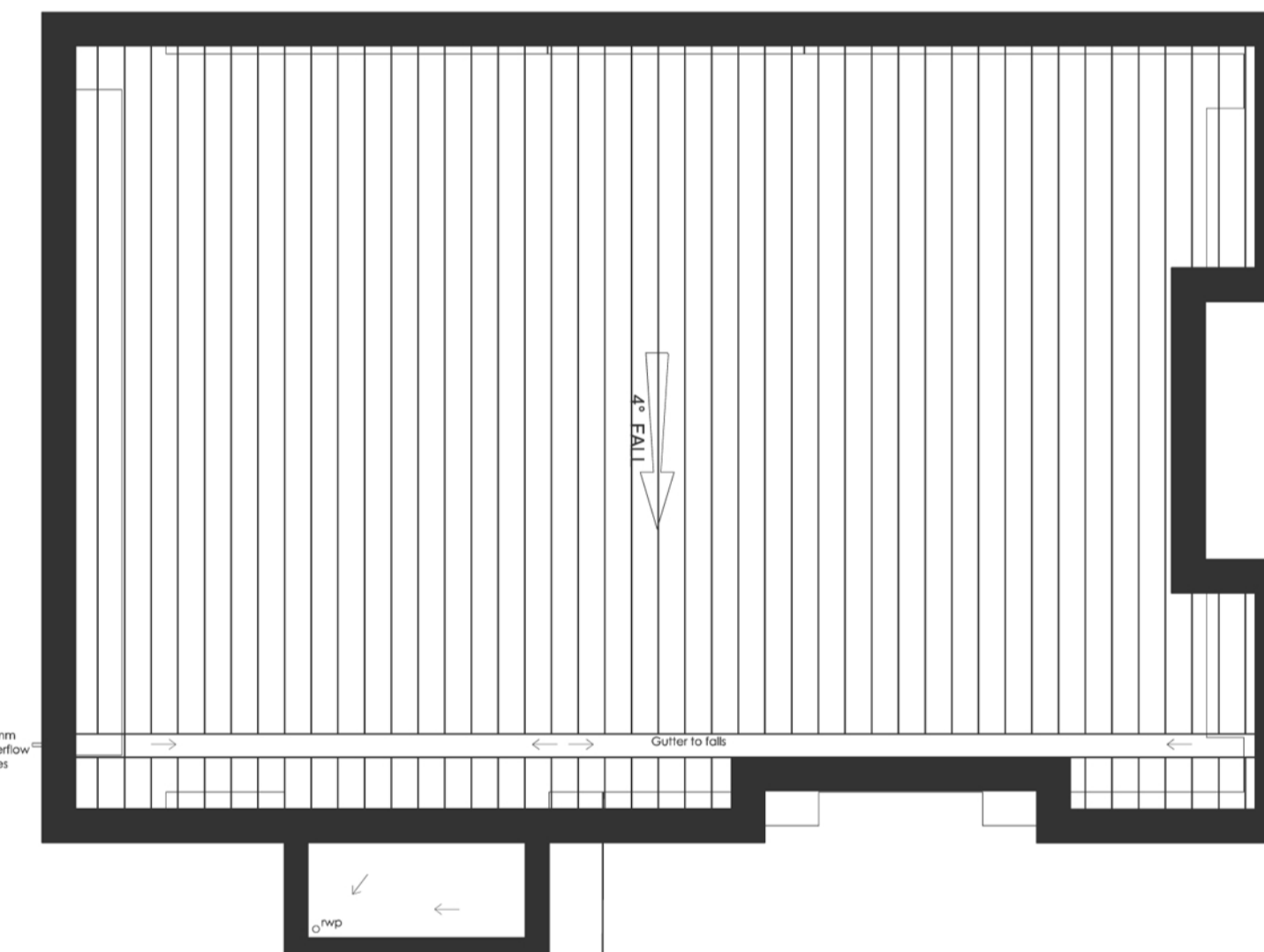




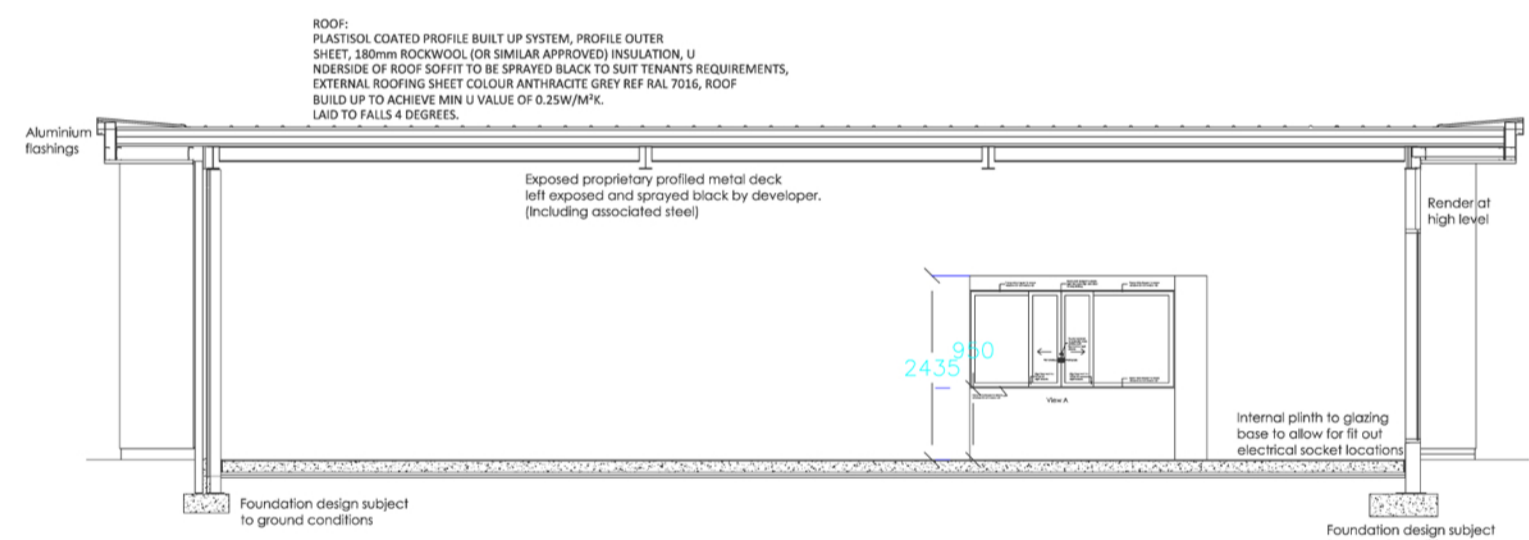
Proposed Site Plan Scale 1:250



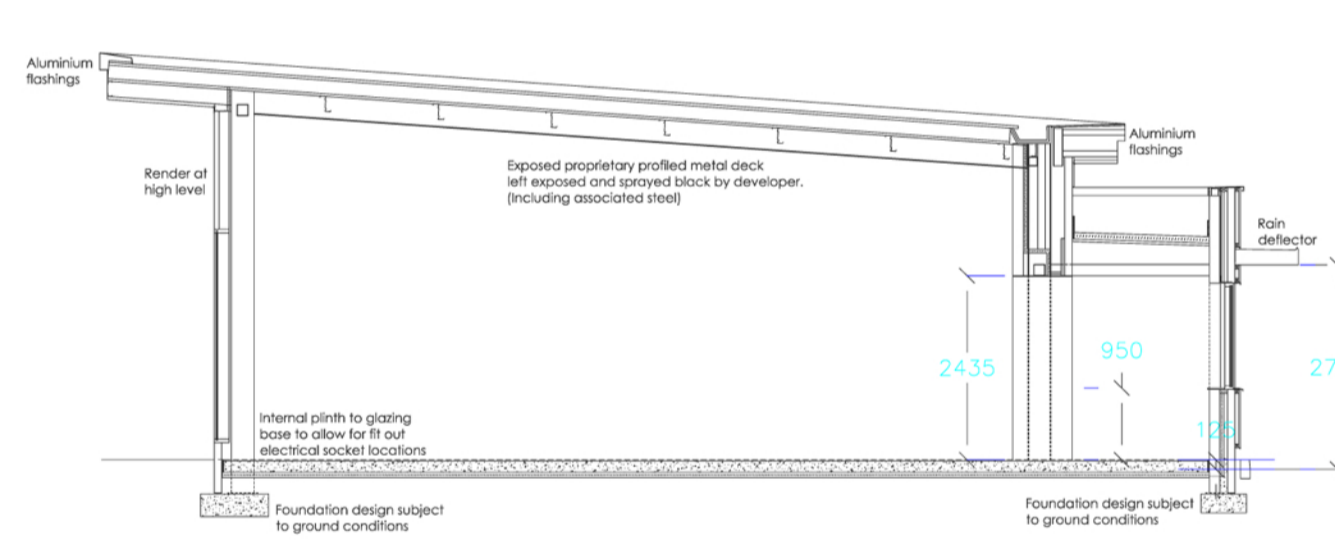
Proposed Ground Floor Plan Scale 1:100



Proposed Roof Plan Scale 1:100

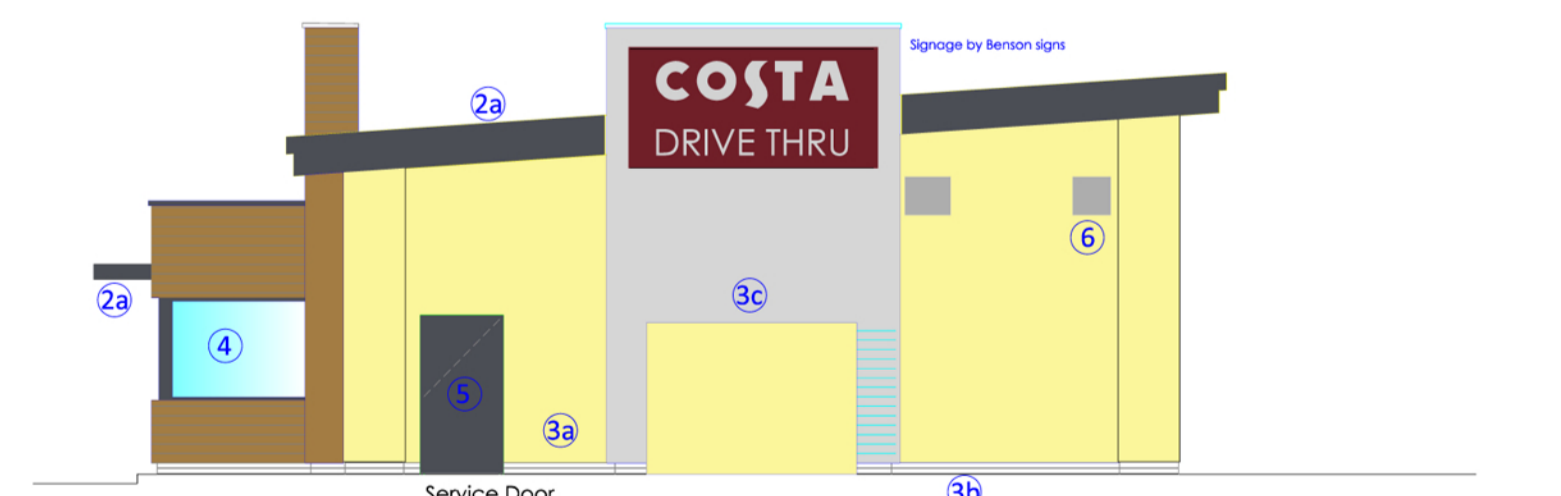


Section 2-2 Scale 1:100

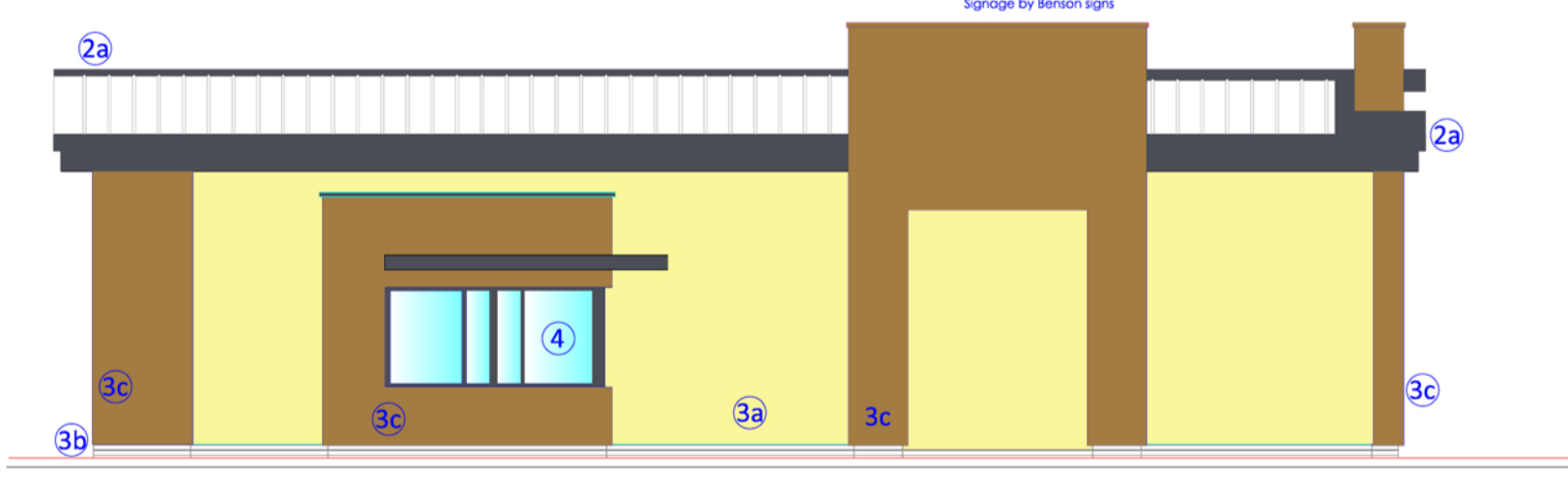


Section 1-1 Scale 1:100

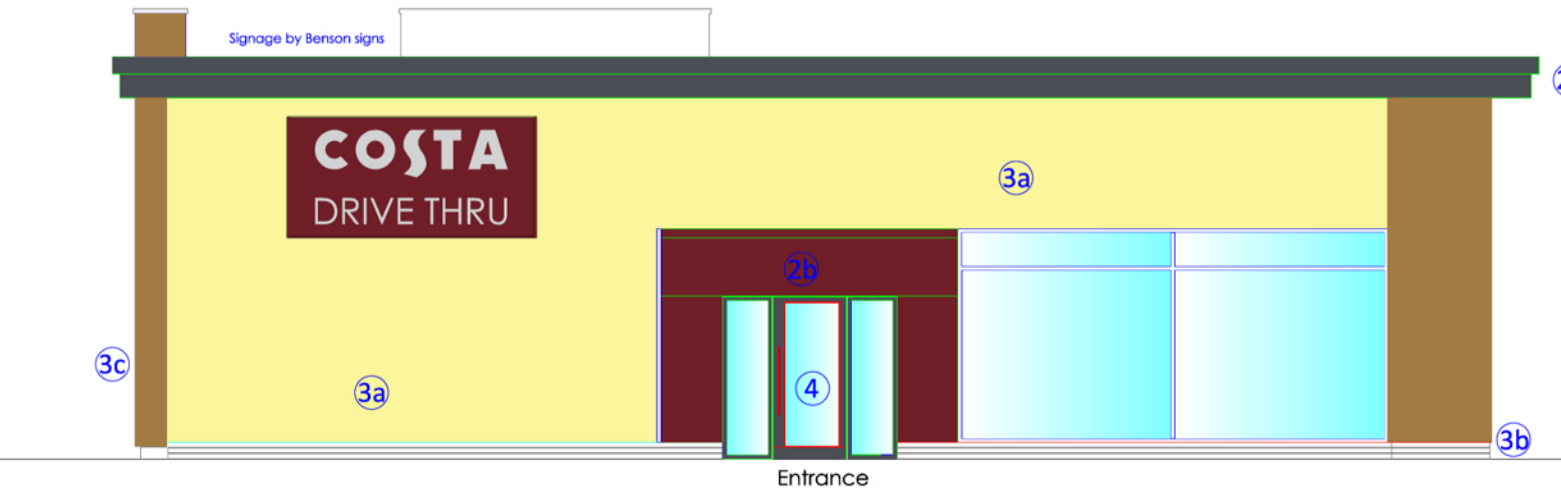
1. ROOF: PASTICOL COATED PROFILE BUILT UP SYSTEM, PROFILE OUTER SHEET, 180mm ROCKWOOL OR SIMILAR APPROVED INSULATION, UNDERLAYER OF ROOF SOFFIT TO BE SPRAYED BACK TO SUIT TENANT'S REQUIREMENTS, EXTERNAL ROOFING SHEET COLOUR ANTHRACITE GREY REF RAL 7016, ROOF BUILD UP TO ACHIEVE MIN U VALUE OF 0.25W/M²K, LAD TO FALL 4 DEGREES.
2. FASCIAS AND SOFFIT: 25mm FLAT POWDER COATED ALUMINIUM FLASHING APPLIED TO FASCIA, SUPPORTED OFF SHEETING RAILS, ALL SPRAYED BACK TO STEEL FRAME IN ACCORDANCE WITH ENGINEERS DETAILS, COLOUR ANTHRACITE GREY REF RAL 7016, PLAT ALUMINIUM CLADDING PANEL, SOFFIT ANTHRACITE GREY REF RAL 7016, SUPPORTED FROM HORIZONTAL RAILS ALL FIXED BACK TO STEEL FRAME IN ACCORDANCE WITH ENGINEERS DETAILS.
- 2b 25mm THICK ALUMINIUM BACKED PANELS, POWDER COATED PANTONE 202C (COSTA RED)
3. WALLS: 3a BLOCKWORK TO RECEIVE THRU COLOUR RENDER - COLOUR RAL 9010 WHITE. 3b COURSES UP TO 2PC LEVEL IN FACING BRICKWORK - WENBERGER STAFFORDSHIRE SMOOTH BLUE, AVAILABLE VIA BRICKLIME TRILLES 756 6800 WITH TYPON USA MORTAR - SUBJECT TO PLANNING APPROVAL. 3c HORIZONTALLY Laid TIMBER CLADDING FIXED TO SUB FRAME OFF BLOCKWORK, BRUSH WESTERN RED CEDAR (TRUSL PULCATA) WITH A NON VOC EXTERIOR HIGH BUILD OIL FINISH NOTE: A SAMPLE OF TIMBER CLADDING IS TO BE CONSTRUCTED ON SITE FOR APPROVAL.
4. GLAZING: THERMALLY BROKEN ALUMINIUM SHOPFRONT WINDOW SYSTEM (KAWNEER OR SIMILAR APPROVED), FRAME COLOUR ANTHRACITE GREY RAL 7016, SYSTEM TO ACHIEVE A MIN U-VALUE OF 2.2W/M²K FOR ALL SOUTH, SOUTH-EAST AND SOUTH-WEST FACING GLAZING, DEVELOPER TO CONSIDER SOLAR REFLECTIVE FILM, SCREENS TO RECEIVE STANDARD DOT MANIFESTATION AS INDICATED ON ELEVATIONS.
5. SERVICE DOOR: FACTORY FINISHED POWDER COATED STEEL DOORS AND FRAMES- COLOUR RAL 7016 WITH RAL 7016 FRAMES
6. LOUVER: 250x LOUVERS WITH INTERNAL INSECT MESH, FINISHED RAL 7016 LIGHT GREY



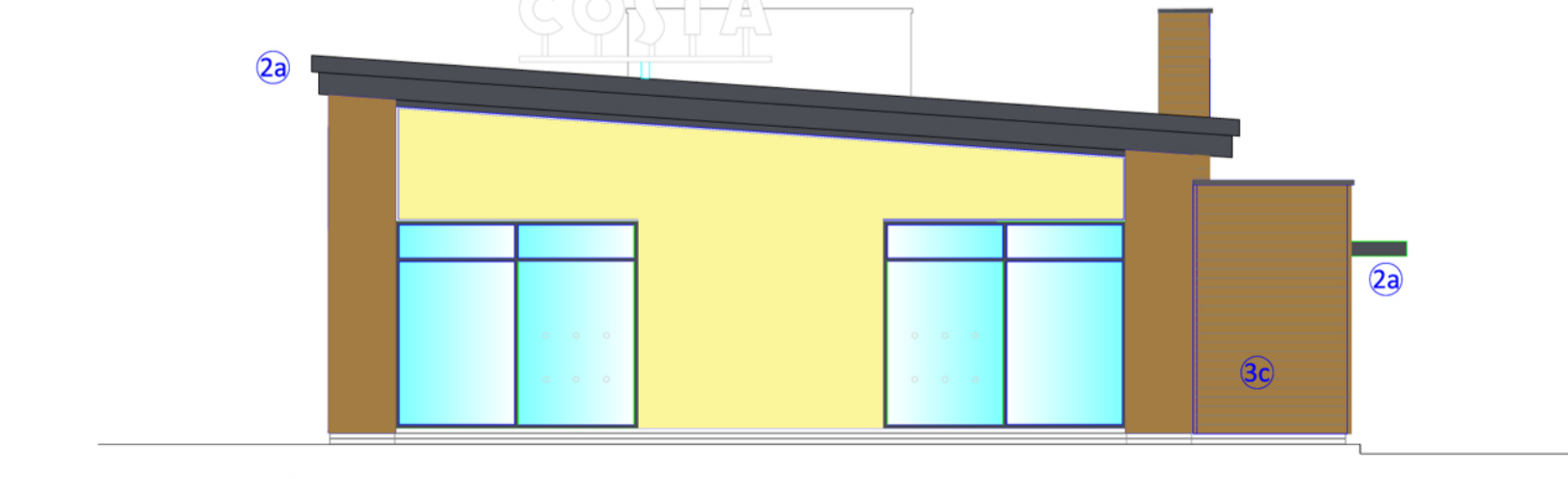
Proposed Rear Elevation Scale 1:100



Proposed Side Elevation Scale 1:100

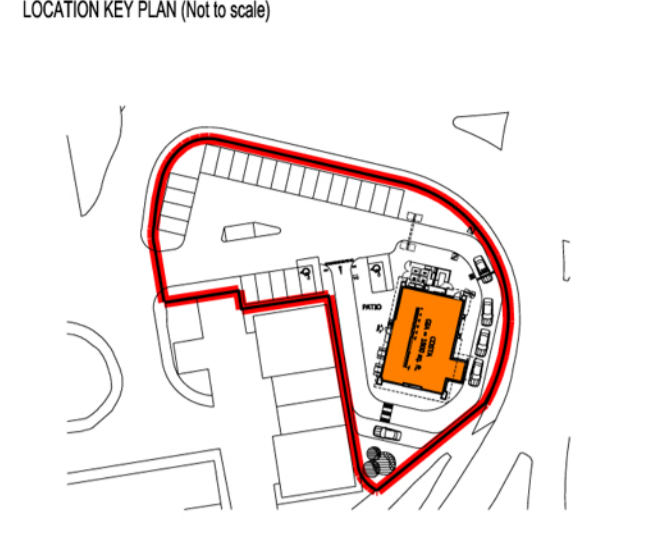


Proposed Side Elevation Scale 1:100



Proposed Front Elevation Scale 1:100

Construction (Design and Management) Regulations
 Design risk assessments are carried out throughout the design stage of this project in accordance with company procedures and manuals. Where reasonably possible all areas of risk applicable to design and end use of the construction have been identified and then eliminated, mitigated or recorded as a residual risk. Note that general risk of which a competent designer or contractor should be aware are not included. This drawing is to be read in conjunction with the Pre-construction Information and all related documents prepared in accordance with the current Construction (Design and Management) Regulations 2015 and all applicable Health and Safety legislation as currently enacted.



Initial Issue	GH	CE	CE	08/11/2017	
REV	DESCRIPTION	DRAWN BY	CHECKED BY	APPROVED BY	DATE
1	RIBA PLAN OF WORK 2013 WORKSTAGE				LEVEL OF MODEL DEFINITION (LOD)
PURPOSE OF ISSUE - FIT FOR ...		BS1192 STATUS			
Preliminary Review					



CARDIFF 029 2052 8140 LONDON 0207 138 3560 WREXHAM 01978 357 887
www.lawray.co.uk
 CLIENT
 M Seven Real Estate

PROJECT TITLE
 Costa Coffee Drive Through - Pontymister

DRAWING TITLE
 Pre-Planning Application Enquiry Drawings

PROJECT No	SCALE @ A1
1256	1:100 / 1:250
DRAWING No	REVISION
08/19/2017	PCD LAW X G00 DFP AR 061-001 P00

DO NOT SCALE Any discrepancy or query concerning this drawing should be referred to the Architect
 Copyright © LAWRAY LIMITED
 Registered Office: Greenmeadow Springs, 1 Cas Gwast, Tongwynnau, CARDIFF CF15 7AB
 Reg. Co. No. 272478E VAT Reg. No. 134 2146 08

This page is intentionally left blank