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(Tel: 01443 864420 Email: sullie@caerphilly.gov.uk)

Date: 16th October 2019

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Dear Sir/Madam,

A meeting of Council will be held in the Council Chamber - Penallta House, Tredomen, Ystrad Mynach on Wednesday, 23rd October, 2019 at 5.30 pm to consider the matters contained in the following agenda.

Yours faithfully,

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

Christina Harrhy
INTERIM CHIEF EXECUTIVE

AGENDA

- | | Pages |
|-------------------------------------|-------|
| 1 To receive apologies for absence. | |
| 2 Mayor's Announcements. | |

A greener place Man gwyrddach



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

3 To receive petitions under Rule of Procedure 28(3).

4 Presentation of Awards.

5 Declarations of Interest.

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

To approve and sign the following minutes: -

6 Council held on 4th June 2019. 5 - 12

7 Special Council held on 30th July 2019. 13 - 18

8 To receive and to answer questions received under Rule of Procedure 10(2).

1. To the Leader of Council from Councillor Graham Simmonds.

To ask the Leader of Council. Does your administration adhere to the Nolan principles of openness and transparency?

9 Notice of Motion - Ban on Animals as Prizes on Caerphilly County Borough Land. 19 - 26

10 Notice of Motion - #IPledge2Talk Campaign. 27 - 30

To receive and consider the following report from the meeting of Cabinet held on 16th October 2019.

11 Annual Performance Report 2018/19. 31 - 106

To receive and consider the following reports: -

12 Public Services Ombudsman For Wales - Annual Report And Annual Letter 2018/19. 107 - 118

13 Proposal For A Strategic Development Plan (SDP) For The Cardiff Capital Region. 119 - 164

14 Caerphilly County Borough Local Development Plan Up To 2021 - Annual Monitoring Report 2019 (Including The 5th Annual Community Infrastructure Levy Report). 165 - 186

15 Proposal To Discontinue The Future Generations Advisory Panel. 187 - 190

Circulation:

All Members And Appropriate Officers

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CIVIC DIARY ENGAGEMENTS

5th June – 22nd October 2019

June

- 5th Young Enterprise Wales National Final
- 6th 50th Anniversary Dinner, Norgine Ltd
- 7th 50th Anniversary Celebration, Norgine Ltd
- 8th Charity Concert with Risca Town Centre Brass Band
- 9th Newport's Civic Service
- 11th Adult Learning Awards Ceremony
- 12th Golden Wedding Presentation
- 12th Home-Start Caerphilly AMG
- 14th Phillipstown Carnival – Judge Queen and Court
- 21st Presentation of Awards for SpEd Storybook Competition
- 21st Helping Hands 25th Anniversary Concert
- 23rd Armed Forces Day Service
- 26th Opening of new shop at Min y Mynydd, Rhymney
- 26th Production of High School Musical, St Martin's School
- 29th Caerphilly's Civic Service
- 30th Start Charity Race for Breast Care Unit Ysbyty Ystrad Fawr

July

- 3rd Citizenship Ceremony
- 4th Royal visit to Winding House, New Tredegar
- 6th Machen Agricultural Show
- 7th Powys' Civic Service
- 9th Passing Out Parade for Fire Cadets, Caerphilly Fire Station

- 9th Presentation evening for Fire Cadets, Aberbargoed Fire Station
- 11th Visit to Mayor's Parlour by Islwyn School's Young Enterprise Team
- 11th Art, Design Technology Exhibition by pupils, Bedwas High School
- 13th Concert with Rhymney Silurian Choir
- 14th Merthyr Tydfil's Civic Service
- 24th The Camelot Project Performance, Idris Davies School
- 25th Diamond Wedding Presentation
- 25th Pride Cymru Event, Penallta House
- 26th Summer Bible Club Party, Tabernacle Church, Newbridge
- 27th Opening of Butcher & Ball Café, Caerphilly
- 30th Special Council

August

- 4th Izzyfest , Crosskeys
- 5th Opening of new wing at Llechwen Hall
- 6th PTE Community Council Summer Playscheme, Cwm Ifor Primary School
- 6th PTE Community Council Summer Playscheme, Hendre Junior School
- 16th Golden Wedding Presentation
- 17th Phillipstown Carnival
- 20th BEM Presentation, Mr Leon Gardiner
- 24th Pride Carnival Parade, Cardiff
- 25th Open Day, Caerphilly Fire Station

September

- 3rd Merchant Navy Day Flag Raising
- 3rd Guest speaker for Caerphilly Pensioners
- 12th Live Vacancy Event, Sue Noakes Leisure Centre
- 13th Youth Theatre Production of Brainstorm, BMI
- 22nd Swansea's Civic Service

- 23rd Opening of CanDo's Garden, Crosskeys College
- 25th National Fitness Day Event, Risca Leisure Centre
- 25th Citizenship Ceremony
- 26th Diamond Wedding Presentation
- 26th Annual Concert, Mynyddislwyn Male Choir
- 27th BTM Communtiy Council Macmillan Coffee Morning
- 27th 104th Birthday Presentation

October

- 3rd Diamond Wedding Presentation
- 3rd Special Council
- 4th Golden Wedding Presentation
- 5th Opening of Skate Park & Outdoor Gym, Penyrheol
- 7th 100th Birthday Presentation
- 10th Voluntary Sector Awards Evening
- 12th Aber Valley Arts Festival
- 13th Neath Port Talbot's Civic Service
- 14th Universal Colliery Disaster Remembrance Service
- 14th Healthy Schools Awards Event
- 14th Young Promoters Event, Upper Rhymney Primary School
- 16th Blackwood Town Council's Civic Awards Evening
- 19th Summer Reading Scheme Awards Presentation
- 21st 100th Birthday Presentation
- 22nd Young Promoters Event, Cwm Ifor Primary School

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COUNCIL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY, 4TH JUNE 2019 AT 5.30PM

PRESENT:

Councillor J. Simmonds - Mayor
Councillor C. Andrews - Deputy Mayor

Councillors:

Mrs E. Aldworth, P.J. Bevan, C. Bezzina, L. Binding, A. Collis, C. Cuss, M. Davies, D.T. Davies, K. Dawson, C. Elsbury, K. Etheridge, M. Evans, A. Farina-Childs, Mrs C. Forehead, Ms E. Forehead, J.E. Fussell, N. George, C. Gordon, R.W. Gough, D.T. Hardacre, L. Harding, D. Harse, D. Havard, A. Hussey, V. James, M. James, L. Jeremiah, Mrs B. Jones, S. Kent, G. Kirby, Mrs A. Leonard, Ms P. Leonard, C.P. Mann, B. Miles, S. Morgan, Mrs G. Oliver, B. Owen, T. Parry, Mrs L. Phipps, D.V. Poole, D.W.R. Preece, Mrs D. Price, J. Pritchard, J. Ridgewell, R. Saralis, Mrs M.E. Sargent, G. Simmonds, S. Skivens, Mrs E. Stenner, J. Taylor, C. Thomas, A. Whitcombe, R. Whiting, L G. . Whittle, T. Williams, B. Zaplatynski.

Together with:-

C. Harray (Interim Chief Executive), M.S. Williams (Interim Corporate Director of Communities), R. Edmunds (Corporate Director of Education and Corporate Services), L. Donovan (Head of People Services), R. Tranter (Head of Legal Services and Monitoring Officer), L. Lucas (Head of Customer and Digital Services) and E. Sullivan (Senior Committee Services Officer).

WELCOME – COUNCILLOR DIANNE PRICE

The Mayor on behalf of Council welcomed back Councillor Dianne Price to this her first meeting since her recent illness and wished her a continuing and full recovery. Councillor Price thanked Members for all their support and good wishes; she also thanked Council for supporting her request for an extension to the six month rule and in particular her appreciation for the card from Plaid Cymru Members and letter from the Interim Chief Executive.

WEB-CASTING FILMING AND VOTING ARRANGEMENTS

The Interim Chief Executive reminded those present that the meeting was being filmed and would be made publically available in live and archive form via the Council's website. She advised that decisions would be made via the electronic voting system.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M. Adams, A. Angel, S. Cook, D. Cushion, W. David, N. Dix, A. Gair, J. Gale, A. Higgs, G. Johnston, P. Marsden, G. Oliver, B. Owen, J. Roberts, J. Scriven and W. Williams and D. Street (Corporate Director Social Services and Housing)

2. MAYOR'S ANNOUNCEMENTS

The Mayor outlined the events he and the Deputy Mayor had undertaken since his election at the Annual Meeting of Council and referred Members to the list of engagements included under Item No. 2 of the agenda pack. He explained his intention to include such a list for all forthcoming meetings, which he hoped Councillors would find informative.

3. TO RECEIVE PETITIONS UNDER RULE OF PROCEDURE 28(3)

Councillor G. Kirby on behalf of Councillor M. Adams presented a petition which called for a review of the double yellow lines on Penmaen Road, Pontllanfraith.

4. PRESENTATION OF AWARDS

IASME Governance and Cyber Essentials Plus Awards

The Cabinet Member for Corporate Services announced that Caerphilly County Borough Council had been successful in achieving both the Cyber Essentials Plus certification and a Gold Award for the IASME Governance Standard which covers Governance and GDPR.

Council was advised that the achievement of this standard was truly a team effort across every services area led by Customer and Digital Services. The Cabinet Member welcomed Liz Lucas, Joanne Jones, Wesley Colyer, Carl Evans, Bev Griffiths, Neil Rich, Wayne Turner, Rachel Hawker and Helen Hotchkiss and asked that they come forward so that Council could recognise their awards.

LABC Regional Building Excellence Awards

The Cabinet Member for Environment and Public Protection announced that the Council's Building and Control Team have, through their excellent working relationship with Residents and Building Firms, had projects recognised by the Local Authority Building Control Regional Building Excellence Awards. The Cabinet Member welcomed Jason Lear (Building Control Team), Gary Cosgrove (M & J Cosgrove), Jatinder Khehra (Redwood Court), Steve Collins (Steve Collins Builders and Shop Fitters), Jamie Morris, Adam Morris and Tom Morris (Morris Properties) and asked that they come forward so that Council could recognise their awards.

Newbridge Staff

The Cabinet Member for Neighbourhood Services welcomed colleagues from Newbridge Leisure Centre who through quick thinking and the availability of a defibrillator saved a person's life. Having been alerted that a gentleman jogging near the leisure centre had suffered a cardiac arrest Georgia and Jamie administered life-saving treatment until the emergency services arrived. The Cabinet Member also thanked everyone involved including the Members of the Public who were first on the scene, Paramedics and Police Officers that attended and confirmed that the gentlemen has since been discharged from hospital and is doing well. The Cabinet Member called forward Georgia Haines and Jamie Evans so that Council could recognise their considerable efforts.

5. DECLARATIONS OF INTEREST

Councillor John Taylor, Mrs C. Harry (Interim Chief Executive) and Mr M.S. Williams (Interim Corporate Director of Communities) declared an interest in Agenda Item No. 12 - Contract Arrangements for the Interim Chief Executive. Details are minuted with the respective item.

6. COUNCIL – 16TH APRIL 2019

RESOLVED that the minutes of Council held on the 16th April 2019 be approved as a correct record and signed by the Mayor.

7. ANNUAL MEETING OF COUNCIL – 9TH MAY 2019

RESOLVED that the minutes of the Annual Meeting of Council held on the 9th May 2019 be approved as correct records and signed by the Mayor.

8. TO RECEIVE AND TO ANSWER QUESTIONS RECEIVED UNDER RULE OF PROCEDURE 10 (2)

To the Leader of Council from Councillor Adrian Hussey:

Can the Leader offer the latest position with regards to the introduction of a strategic development plan and how this and the associated new 'light touch' LDP can help improve our GVA performance?

Response from the Leader

Following extensive work by the South East Wales Strategic Planning Group (SEWSPG) and the Cardiff Capital Region Cabinet, an in-principle agreement to proceed with a Strategic Development Plan (SDP) for the Cardiff Capital City Region was reached at the Regional Cabinet Briefing held on the 29th April 2019.

A report, which will subsequently go to all 10 Councils to seek authorisation to formally proceed with the SDP, will be considered by CCR Cabinet on the 10th June 2019. If the CCR Cabinet agree the report it is intended that all 10 Local Planning Authorities will present the report to their respective Councils, seeking agreement to commence the SDP thereafter.

If all 10 authorities agree to commence, then an expression of interest in commencing work on the SDP for the Cardiff Capital Region will be submitted to Welsh Government. This is the first stage in the commencement of the preparation of the SDP.

The SDP is a statutory land use policy document that will, when adopted, provide the strategic policy framework for the delivery of the Cardiff Capital Region City Deal objectives. A cornerstone of the City Deal aspirations is the realisation of significant economic growth, by building on competitive advantage and opportunity, and targeting strategic employment sectors. The SDP will provide the spatial land use expression of the region's Industrial and Economic Plan delivering on the regional growth aspiration which will result in an increase overall of GVA.

LDPs and LDP Lites, the term for an LDP that is prepared when an Adopted SDP is in place, will provide the local expression on land use policy for delivering the strategy of the SDP at local authority level.

The SDP and LDP/LDP Lites taken together will provide the statutory land use policy basis for delivering the City Deal economic growth objectives that will realise the 5% increase in overall GVA required by the City Deal.

There is also an indication that Caerphilly's economic competitiveness is increasing. The 2019 edition of the UK Competitiveness Index (UKCI) provides a means of comparison and an examination of Caerphilly's changing competitiveness when compared to other Local Authority Areas in Wales. The index indicated that Blaenau Gwent remains the least competitive locality in the UK (ranked 379). On a positive note Caerphilly has moved up the ranks from 376 in 2015 or 369 in 2019, reducing the Welsh dominance among the 10 least competitive localities in the UK.

9. TO RECEIVE AND TO ANSWER QUESTIONS RECEIVED UNDER RULE OF PROCEDURE 10(4)

To the Cabinet Member for Environment and Public Protection from Councillor Carl Thomas:

Can the Cabinet Member provide me with an update regarding the Welsh Government latest position, concerning valuations relating to Hafodyrynys Air Quality consultations?

Response from the Cabinet Member

Members will be aware that Welsh Government has issued an Air Quality Direction requiring the Council to undertake a feasibility study to determine a preferred option which will achieve compliance with the Ambient Air Quality Directive air quality limit value for nitrogen dioxide at Hafodyrynys in the 'shortest time possible'.

The draft Final Plan identified that demolition of the properties on the south side of the A472 would achieve compliance in the shortest possible time by 2023. However, under the 'Do Minimum' option modelling predicts delivery of air quality compliance by 2025. At its meeting of the 27th March 2019, Cabinet expressed strong concerns at the prospect of residents being pushed into financial hardship by any compulsory purchase process and resolved to undertake a public consultation on the 'Do Minimum' option; that consultation closes next week.

Welsh Government has subsequently confirmed that it will make adequate funding available for purchase and demolition of the properties, should this prove necessary, including the potential for applying the value of new similar property as opposed to market value of the house being demolished. This would address Cabinet's previously expressed concern that residents should be placed in financial hardship.

This is a positive change in circumstances and Officers are developing an approach to valuations for inclusion in a report to Environment and Sustainability Scrutiny Committee on the 25th June for a decision.

To the Deputy Leader and Cabinet Member for Economy, Infrastructure, Sustainability and Wellbeing of Future Generations Champion from Councillor Andrew Whitcombe:

Can the Deputy leader and Cabinet Member share with me what progress the Council is making towards becoming a 'greener' Council and County Borough?

Response from the Deputy Leader and Cabinet Member

Caerphilly Council has a really positive track record in introducing and implementing measures to reduce energy consumption and has already introduced a Carbon Reduction Strategy with its focus on reducing carbon emissions.

The Council has invested in Photo Voltaic (PV) on 64 schemes many at our schools. We are currently rolling out program to convert all the county borough's street lanterns to LED. Reducing energy consumption is a key objective of the Council much of the Council's

housing stock has now benefitted from external wall insulation, more efficient condensing boilers, loft insulation and double glazing.

Progress has been made in reducing electricity consumption at many council owned sites. For example Ty Penallta has 108 roof top PV panels. Along with changes to the heating and cooling controls and the lights being replaced with LED is Ty Penallta is becoming more sustainable and more economical to run.

Looking forward, the Council is developing an Energy Plan to continue the good work of the current Carbon Reduction Strategy. If the Climate Change Notice of Motion is approved by council tonight we will be committing to make Caerphilly County Borough Council a net zero carbon local authority by 2030 this motion has already been signed by all the Cabinet and the Leaders of all political groups. There are a number of projects that the Council can incorporate into this evolving Energy Plan to reach this target and these opportunities are outlined in a report scheduled to go to Regeneration and Housing Scrutiny Committee on the 11th June.

Opportunity areas that the Council are looking to explore include using its land assets for solar farms, wind turbines or tree planting and the use of heat from a local anaerobic digester to reduce our carbon usage.

The Authority recently approved an Electric Vehicle Strategy which aims to Introduce electric vehicle infrastructure across the borough. We are also leading on a feasibility study to determine the most suitable sites for electric vehicle charge points in the 5 Gwent local authorities. This study will form the basis of a bid from the Office for Low Emission Vehicles funding. Feasibility work is being undertaken to install charge points at the Tredomen Campus for fleet vehicles and visitors. This builds on the recent news that Stagecoach will deliver one of Europe's largest single investments in electric buses here in Caerphilly, after securing £2.9m in grant funding from the UK Government. This comes on top of the £740m+ investment in the Valleys Metro. This will stimulate a change in people's attitude to travel.

The Council is developing an Agile working plan which will reduce the need for staff to travel unnecessarily and could reduce the need for office space, again prompting a reduction in energy consumption.

Many opportunities exist to use housing as a focus to deliver a greener authority. We will continue to work with our active Registered Social Landlords to deliver innovative housing schemes such as Pobl's Chartist Village scheme at Pontllanfraith. We will continue our efforts with our own council stock in reducing fuel poverty, improving insulation and investigating ways of producing clean energy. When we complete the WHQS work in 2020, resources will thereafter be focused on the energy agenda. The Council have recently opened a dialogue with Welsh Government Energy Services to explore how the authority could act as a pilot authority on any new initiatives.

We brand ourselves as a "Green" council, but now we need to increase pace in reducing our carbon footprint further. This will enable us to respond to Welsh Government's recent statement of intent referring to decarbonisation entitled Prosperity for All, A Low Carbon Wales and also influence the work being undertaken by the Cardiff Capital Region. The best way to achieve this is to develop an overarching energy strategy that reflects this ambition and sets out a route-map on how we can deliver on being a net carbon neutral local authority by 2030.

10. NOTICE OF MOTION - CLIMATE CHANGE

Consideration was given to the notice of motion received from Councillor S. Morgan and supported by Councillors D.V. Poole, B. Jones, C. Cuss, C. Gordon, L. Phipps, N. George, P. Marsden, E. Stenner, C. Mann and K. Etheridge. It was noted that the motion had been

considered by the Environment and Sustainability Scrutiny Committee at its meeting on the 14th May 2019 and had been supported by its Members.

Councillor Morgan requested in his Notice of Motion that Council: -

- (i) Declare a Climate Emergency;
- (ii) Commit to making Caerphilly County Borough Council a net zero carbon local authority by 2030;
- (iii) Within 12 months develop a clear energy plan for a route towards being net zero carbon;
- (iv) Ask that Welsh and UK Government call on World Leaders to acknowledge the overwhelming scientific evidence that Climate Change has been created by human activity;
- (v) Call on Welsh and UK Governments to provide the necessary support and resources to enable effective carbon reductions and move to a less resource intensive future;
- (vi) Call on Welsh Government to move to measure out countries progress in a way that supports and reflects decarbonisation and the ambitious and forward thinking Well Being Of Future Generation Act, rather than simply measuring resource use and consumerism;
- (vii) Work with Public Services Board and Cardiff Capital Region City Deal partners to develop opportunities to delivery carbon savings and to take advantage of the wider benefits of a green economy;
- (viii) Collaborate with experts from the private second and 3rd sectors to develop innovative solutions to becoming net zero carbon.

Members supported the ambitious targets set within the notice of motion and agreed that as Climate Change presented the biggest threat to future generations then it must be made a priority. A Member referred to the use of Photo Voltaic Panels and the need for this technology to be taken further. However concerns were also expressed in relation to infrastructure improvements and associated cost, which would be needed to take forward the various projects. The Member requested further information in relation to electric vehicles and emission reduction targets and it was agreed that these would be circulated after the meeting.

Clarification was sought in relation to GDP as detailed in point 6 of the motion and whether this was an accurate indicator in terms of the impact of climate change. The Cabinet Member advised that GDP as an indicator for climate change was far too narrow and blunt a measure as its criterion focused on production and output and did not take into account how production was achieved or the public's wellbeing. GDP does not take into that the impact of plastic waste on the environment, only that by increasing plastic production GDP increases. He advised that a Wealth Measure provided a more complete picture as its focus was not primarily financial but more holistic in its make-up.

Members referenced the work being done by children in local schools in relation to climate change and their determination that previous generations' actions should not ruin their future environment.

A Member expressed concern that a cost analysis had not been considered in terms of achieving carbon neutrality. Reference was made to tree planting and on what areas of land this could be accommodated, budgetary constraints, lack of necessary infrastructure or investment to enable homes to run on renewables and so on. The Member questioned the need to declare a Climate Emergency when real change cannot be affected and posed that the Council would perhaps be better investing other areas such as educational attainment.

Members disagreed with the 'do nothing' proposition and acknowledged that there would be costs involved however it would be more costly to future generations not to do anything. The importance of exploring every avenue possible was emphasised, including working differently

in order to protect our children's future. Reference was then made to the need to avoid carbon production at source and take a responsible position in reducing emissions.

It was agreed that further information and responses to questions raised by Members during the course of debate would be circulated independently to those concerned following the meeting.

It was moved and seconded that notice of motion be support and by way of the electronic voting system and in noting there were 54 for, 1 against and 1 abstention this was agreed by the majority present.

RESOLVED that: -

- (i) Council declare a Climate Emergency;
- (ii) Commit to making Caerphilly County Borough Council a net zero carbon local authority by 2030;
- (iii) Within 12 months develop a clear energy plan for a route towards being net zero carbon;
- (iv) Ask that Welsh and UK Government call on World Leaders to acknowledge the overwhelming scientific evidence that Climate Change has been created by human activity;
- (v) Call on Welsh and UK Governments to provide the necessary support and resources to enable effective carbon reductions and move to a less resource intensive future;
- (vi) Call on Welsh Government to move to measure out countries progress in a way that supports and reflects decarbonisation and the ambitious and forward thinking Well Being Of Future Generation Act, rather than simply measuring resource use and consumerism;
- (vii) Work with Public Services Board and Cardiff Capital Region City Deal partners to develop opportunities to delivery carbon savings and to take advantage of the wider benefits of a green economy;
- (viii) Collaborate with experts from the private second and 3rd sectors to develop innovative solutions to becoming net zero carbon.

11. RESPONSE TO CAERPHILLY ELECTORAL REVIEW 2019

Consideration was given to the report which detailed the outcome of the Electoral Review Working Group and the proposed response to the Local Democracy and Boundary Commission for Wales' review of electoral arrangements.

Members of the Working Group referenced the challenges faced when putting together the proposals before Council and acknowledged that the response detailed was not perfect but presented the best way forward under the circumstances. The timing and relevance of the review was questioned given the increasing demands and responsibilities being placed on Elected Members. The impact that reducing the number of Councillors would have on democratic representation was discussed and Members agreed there although the proposals before them were far from ideal, they were preferable to having the Commission make those decisions.

Having fully considered the report it was moved and seconded that the recommendation contained therein be agreed and by way of the electronic voting system and in noting there were 47 for, 2 against and 5 abstentions this was agreed by the majority present.

RESOLVED that the submission found at Appendix 1 of the Officer's report be sent to the Commission as the official response of the Council to the consultation exercise on the review of the electoral arrangements within the county borough.

12. CONTRACT ARRANGEMENTS OF THE INTERIM CHIEF EXECUTIVE

Councillor J. Taylor declared an ongoing interest in that he is an existing Member of the Investigating and Disciplinary Committee and as he had previously done left the Chamber when the matter was discussed.

Mrs C. Harrhy and Mr M.S. Williams declared interests as their current interim posts were directly affected by the report and left the Chamber when the matter was discussed.

Consideration was given the report which sought approval to extend the contract of the current Interim Chief Executive until the 31st March 2020. Members were advised that there is a statutory requirement to have in place a Head of Paid Service and the proposed extension would ensure that the Council complies with this. The extension would also provide ongoing continuity for the organisation, it was noted that should circumstances change, the interim contact arrangement can be reviewed quickly and can be terminated at any time during the extension period.

The Head of People Services confirmed that the report from the Designated Independent Person had been submitted and a meeting of the Investigating and Disciplinary Committee was being arranged to consider the report, in accordance with the agreed statutory process.

Clarification was sought in relation to paragraph 5.10 of report regarding the notification of Welsh Government and if any response had been received and why the Interim Director of Communities post had not been included in this report. The Officer confirmed that Welsh Government had been notified as a requirement but had not been asked or would be expected to offer any comment on the proposed extension. The post of Interim Director of Communities was not included as a previous decision of Council had determined that it be dealt with by delegated powers to the Interim Chief Executive in consultation with the Leader and two Deputy Leaders.

Having fully considered the report it was moved and seconded that the recommendation contained therein be agreed and by way of the electronic voting system and in noting there were 15 against this was agreed by the majority present.

RESOLVED that the extension of the contract of the current Interim Chief Executive be extended until 31st March 2020.

The meeting closed at 18:45pm

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 23rd October 2019 they were signed by the Mayor.

MAYOR



SPECIAL MEETING OF COUNCIL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY 30TH JULY 2019 AT 5.00PM

PRESENT:

Councillor J. Simmonds - Mayor
Councillor C. Andrews - Deputy Mayor

Councillors:

M. Adams, Mrs E. Aldworth, A. Angel, P.J. Bevan, C. Bezzina, L. Binding, A. Collis, S. Cook, C. Cuss, W. David, D.T. Davies, K. Dawson, N. Dix, C. Elsbury, K. Etheridge, M. Evans, A. Farina-Childs, Mrs C. Forehead, Ms E. Forehead, A. Gair, N. George, C. Gordon, R.W. Gough, D.T. Hardacre, L. Harding, D. Harse, D. Havard, A. Higgs, A. Hussey, M. James, V. James, L. Jeremiah, G. Johnston, Mrs B. Jones, S. Kent, G. Kirby, Mrs A. Leonard, Ms P. Leonard, C.P. Mann, Mrs P. Marsden, S. Morgan, Mrs G. Oliver, B. Owen, T. Parry, D.V. Poole, D.W.R. Preece, J. Pritchard, J. Ridgewell, J.E. Roberts, Mrs M.E. Sargent, G. Simmonds, S. Skivens, Mss E. Stenner, A. Whitcombe, R. Whiting, L G. Whittle, T. Williams and B. Zaplatynski.

Together with:-

C. Harray (Interim Chief Executive), D. Street (Director of Social Services and Housing), S. Harris (Interim Head of Business Improvement and Acting S151 Officer), L. Lane (Deputy Monitoring Officer and Head of Democratic Services), A. Southcombe (Finance Manager - Corporate Finance) and A. Dredge (Committee Services Officer).

B. Morris and G. Hawkins (Grant Thornton – External Auditor).

1. **WEB-CASTING FILMING AND VOTING ARRANGEMENTS**

The Interim Chief Executive reminded those present that the meeting was being filmed and would be made publically available in live and archive form via the Council's website. She advised that decisions would be made via the electronic voting system.

2. **MINUTE SILENCE**

It was with great sadness that the Mayor announced the passing of Neil Powell, the Council's relief Chauffeur and long standing colleague within the Print Unit. Councillor Mann also announced the passing of former County Councillor Dave Smith. Members and Officers stood for a minute silence as a mark of respect.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D. Cushing, M. Davies, J.E. Fussell, Ms J. Gale, B. Miles, Mrs L. Phipps, Mrs D. Price, R. Saralis, J. Scriven, J. Taylor, C. Thomas, W. Williams and M. S. Williams (Interim Corporate Director for Communities) and R. Tranter (Head of Legal Services and Monitoring Officer).

3. DECLARATIONS OF INTEREST

Councillor M. Adams, A. Angel, T. Davies, N. George, C. Gordon, J. Simmonds and C Harrhy (Interim Chief Executive) declared interests in relation to Agenda Item 4 – Leader’s Statement at the commencement of the meeting. Details are recorded with the respective item.

4. LEADER’S STATEMENT

Councillor M. Adams, A. Angel, T. Davies, N. George, C. Gordon and J. Simmonds declared personal and prejudicial interests in relation to this item as they are currently appointed Members of the Investigating and Disciplinary Committee. C Harrhy (Interim Chief Executive) declared a personal and prejudicial interest due to her current role as the Interim Chief Executive. As the interests are both personal and prejudicial, they left the room when the Leader delivered his statement.

Members were advised that the Designated Independent Person has submitted her final report in relation to the ongoing investigation in respect of the substantive Chief Executive Officer. The Leader expressed the importance of allowing due process to be followed and to bring matters to a conclusion and it is currently anticipated that this will be achieved by the end of September 2019. At its meeting on the 13th December 2018, Council approved additional financial provisions for legal costs associated with the investigation process and also for the salary of the substantive Chief Executive Officer to the 31st July 2019. He added that there is sufficient funding available from previously approved financial provisions to meet anticipated further costs in respect of legal fees and the Designated Independent Person, to bring the investigation process to a conclusion. However, it will be necessary to establish a new financial provision of £31k to fund the salary costs of the substantive Chief Executive Officer to the end of September 2019.

The additional financial provision will be funded from Corporate Services Reserves and can therefore be agreed under delegated powers in accordance with the Council’s Financial Regulations and Reserves Strategy by the Head of Corporate Finance and the Corporate Director for Social Services and Housing. This additional call on reserves will be reported through budget monitoring to the next Policy and Resources Scrutiny Committee. In concluding, the Leader advised that in the event of the disciplinary process not being concluded by the end of September, a further update will be provided to Council.

Members discussed the statement and expressed their concerns of the financial provision of £31k being dealt with under delegated powers and felt that this figure should have come before Full Council for a democratic vote to be taken. A Member referenced the sum of £242k which Council had approved on the 13th December 2018 to cover the ongoing costs associated with the disciplinary process. Officers advised that this figure was the best estimate at that time and upon receipt of further reports, events have moved on. Members questioned if recompense was being sought for the grossly overrun disciplinary process and if as a point of order, a recorded vote could be taken on this item. Members were reminded that the Leader’s Statement was for information only and related specifically to the financial provision of £31k; the Council has been open and transparent and this financial provision is required to bring the disciplinary process to a conclusion.

REPORT OF OFFICERS

Consideration was given to the following reports.

5. FINANCIAL STATEMENTS FOR 2018/19

The report sought approval of the audited 2018/19 Financial Statements, in order that they can be signed off by the Wales Audit Office (WAO) in accordance with statutory requirements. The Financial Statements are very complex and the format and disclosure requirements are determined by various accounting standards and legislative requirements. Members were advised that the Council cannot realistically change anything in the Financial Statements, as any changes would need the approval of the External Auditor, Grant Thornton.

At its meeting on the 23rd July 2019, the Audit Committee was presented with the External Auditor's Audit of Financial Statements Report, which was based on the audit work that had been completed at that time. The Auditor's report (attached, as Appendix 1) stated that it was the Auditor General's intention to issue an unqualified audit report on the 2018/19 Financial Statements, based on the audit work completed as at the 23rd July 2019. Following consideration of the Auditor's Report the Audit Committee unanimously endorsed a recommendation to Council that the Financial Statements be approved, subject to any changes that may be required as a result of ongoing audit work.

Members were advised that the External Auditor had been completing final audit testing in a number of areas during the last week. Copies of their updated report were made available to all Members, showing tracked changes from the document originally circulated with the Council agenda. Hard copies of changes to relevant pages within the Financial Statements were also made available for Members with the changes highlighted in yellow.

At its meeting on the 12th June 2019, Cabinet was presented with a report on the Provisional Outturn for 2018/19. The report included details of movements on the General Fund balance from the 1st April 2018 to the 31st March 2019 along with agreed commitments for 2019/20. Members were reminded that the forecast General Fund balance as reported to Council on the 21st February 2019 was £11.660m, with the latest position now being a projected balance of £14.040m i.e. an increase of £2.380m. At its meeting on the 12th June 2019 Cabinet endorsed a recommendation to Council that the increase of £2.380m should be transferred to Capital Earmarked Reserves. Members were asked to note that a report will be prepared during the autumn in respect of unallocated capital reserves and proposals for investments in a number of key strategic projects.

The Interim Chief Executive recommended a short adjournment to allow Members an opportunity to consider the additional documentation and this was supported by the majority present.

Following the adjournment, the External Auditor referred Members to their updated report and made particular reference to the amendments on page 4. This sets out the current status of the audit work completed and those areas outstanding as of the 30th July 2019. Reference was then made to appendix 3 that summarises the misstatements to be corrected by management. In relation to the Housing Revenue Account (HRA) income expenditure listed, it was explained that the reason for the correction is that a manual adjustment is made to the face of the Comprehensive Income and Expenditure Accounts to reflect the income and expenditure split disclosed in the HRA. This has no impact on the Net Expenditure or cash balances of the HRA.

Members discussed the report and update in detail and sought clarification in a number of areas. A Member queried the Capital commitments for matters arising in Exhibit 7 and was advised that a review of Capital commitments will be undertaken on an annual basis. Further details of the current commitments are set out on page 118 within the agenda pack.

A Member referred to paragraph 5.8 in the Officer's report and the anticipated savings of £44m that will be required over the four year period 2020/21 to 2023/24. He also referenced the significant works to be undertaken and associated costs referred to on page 32 and 33 in appendix 2. Officers advised that there are a range of assumptions associated with the savings for instance there is uncertainty in relation to Welsh Government (WG) funding. In addition, work is ongoing with Managers in considering potential savings in moving forward and an 8 week consultation will be undertaken at the end of 2019 to consider draft budget proposals for 2020/21. Cabinet will also work closely with trade unions in safeguarding jobs. The Member then sought advice in moving a motion in relation to various sections within the Financial Statements. The Interim Chief Executive and Deputy Monitoring Officer advised that a motion must be relevant and specific and that this report is a 'Statement of Fact' and as such the motion was not accepted.

Clarification was sought in respect of the McCloud/Sergeant Judgment on the Council's total pension liabilities. The External Auditor advised that this ruling provided protection to additional groups of staff following the move from a final salary to career average pension scheme.

A Member referred to the findings relating to Journals authorisation within Appendix 4 and asked if there are risks associated. It was explained that not all Journals are authorised within the authority. This was raised in prior years and management have reviewed the process and introduced an authorisation threshold of £100k which has been reported to and approved by the Audit Committee.

The External Auditors thanked the Acting Section 151 Officer and all staff within the team for their support and assistance during the audit process. The Leader added that he fully endorses the report and felt that this emphasises how well the Council is run financially.

Members were asked to consider an additional recommendation to those set out in paragraph 3, in the Officer's report in that *subject to any further changes to the Financial Accounts, their approval be delegated to the Acting S. 151 Officer.*

Following consideration and discussion, it was moved and seconded that subject to the additional recommendation, the recommendations contained within the Officer's report be approved. By way of electronic and in voting on block, there were 43 for, 13 against and 1 abstention.

RESOLVED that:

- (i) the 2018/19 Financial Statements, be approved;
- (ii) the recommendation from Cabinet that the General Fund balance should be maintained at £11.660m, as previously agreed by Council on the 21st February 2019, be approved;
- (iii) the recommendation from Cabinet that the increase in the General Fund balance of £2.380m over the previously anticipated level should be transferred to Capital Earmarked Reserves, pending a report that will be presented during the autumn in

respect of unallocated capital reserves and proposals for investments in a number of key strategic projects, be approved;

- (iv) subject to any further changes to the Financial Accounts, their approval be delegated to the Acting S. 151 Officer.

The meeting closed at 6.30pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 23rd October 2019, they were signed by the Mayor.

MAYOR

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COUNCIL – 23RD OCTOBER 2019

**SUBJECT: NOTICE OF MOTION – BAN ON ANIMALS AS PRIZES ON
CAERPHILLY COUNTY BOROUGH LAND**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE
SERVICES**

-
- 1.1 The attached report, which was considered by the Environment and Sustainability Scrutiny Committee on 17th September 2019 detailed a Notice of Motion, received from Councillor J. Pritchard and supported by Councillors Mrs E.M. Aldworth, W. David, P. Bevan, L. Whittle, G. Kirby, S. Morgan, A. Hussey, Mrs B. Jones, Mrs T. Parry, R. Gough, A. Farina-Childs, C. Cuss, G. Johnston, B. Owen, K. Etheridge, C. Mann, Mrs D. Cushing, A. Whitcombe, Mrs D. Price, Mrs A. Gair, Mrs C. Andrews, Mrs P. Marsden, Mrs A. Leonard, A. Collis, A. Angel, Mrs P. Leonard, L. Jeremiah, W. Williams, A. Higgs, S. Morgan, S. Cook, J. Simmonds, J. Taylor, T.J. Williams, D.W.R. Preece and Mrs Eluned Stenner. The Scrutiny Committee were asked to consider the Notice of Motion as set out in paragraph 5.1 of the report and make an appropriate recommendation to Council, in accordance with Rule 11(3) of the Council's Constitution.
 - 1.2 Members considered the following Notice of Motion:
 - Ban outright the giving of live animals as prizes, in any form, on Caerphilly County Borough Council land.
 - Write to the Welsh Government, urging an outright ban on the giving of live animals as prizes on both public and private land in Wales.
 - 1.3 The Committee heard evidence from Mr C. O'Brien of the RSPCA that supported the Notice of Motion. Committee members were advised of the impact upon animal welfare and it was noted how Goldfish are easily stressed and very often suffer from shock, oxygen starvation or die from changes in water temperature, with many dying before their new owners get them home. The Committee were advised that people that are acquiring a new pet should only do so after careful planning and consideration and anyone given Goldfish as prizes normally do not have an aquarium set up. The RSPCA believe that a Scottish-like outright ban on animals as prizes by Welsh Government is the most effective means to prevent animals being given as prizes.
 - 1.4 During the course of the ensuring debate, Members offered their support for the Motion and were keen that a ban is applicable to all parts of the county borough, it was felt that by supporting a ban on county borough land that this would highlight the issue and might encourage private landowners to follow suit. The Committee sought further information on whether Licensing could also be used to prevent the offering of animals as prizes on applications for events on private land.
 - 1.5 Following consideration and discussion the Environment and Sustainability Scrutiny Committee unanimously endorsed the Notice of Motion and recommended its acceptance to Council.
 - 1.6 Council is now asked to consider the attached Notice of Motion.

Author: Catherine Forbes-Thompson, Scrutiny Manager – forbec1@caerphilly.gov.uk

Appendices:
Appendix Report to Environment and Sustainability Scrutiny Committee Report 17th September 2019 – Agenda Item 7



ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE - 17TH SEPTEMBER 2019

**SUBJECT: NOTICE OF MOTION – BAN ON ANIMALS AS PRIZES ON
CAERPHILLY COUNTY BOROUGH LAND**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE
SERVICES**

1. PURPOSE OF REPORT

- 1.1 The Environment and Sustainability Scrutiny Committee is asked to consider the Notice of Motion as set out in paragraph 5.1 of the report and make an appropriate recommendation to Council, in accordance with Rule 11(3) of the Council Procedure Rules which are set out in Part 4 of the Council's Constitution.

2. SUMMARY

- 2.1 A Notice of Motion has been received from Councillor J. Pritchard and is supported by Councillors J. Simmonds, Mrs E.M. Aldworth, W. David, P. Bevan, L. Whittle, G. Kirby, S. Morgan, A. Hussey, Mrs B. Jones, Mrs T. Parry, R. Gough, A. Farina-Childs, C. Cuss, G. Johnston, B. Owen, K. Etheridge, C. Mann, Mrs D. Cushion, A. Whitcombe, Mrs D. Price, Mrs A. Gair, Mrs C. Andrews, Mrs P. Marsden, Mrs A. Leonard, A. Collis, A. Angel, Mrs P. Leonard, L. Jeremiah, W. Williams, A. Higgs, S. Morgan, A. Hussey, Mrs B. Jones, S. Cook, J. Simmonds, J. Taylor, T.J. Williams, D.W.R. Preece and Mrs Eluned Stenner.
- 2.2 The Notice of Motion meets the criteria set out in the Council's Constitution and in accordance with the Council's Rules of Procedure in now referred to Scrutiny for consideration.

3. RECOMMENDATIONS

- 3.1 The Environment and Sustainability Scrutiny Committee are asked to consider the Notice of Motion outlined in paragraph 5.1 and make an appropriate recommendation to Council.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 In accordance with the Rules of Procedure as set out in the Council's Constitution.

5. THE REPORT

5.1 Councillor J. Pritchard requests in his Notice of Motion that Council: -

- (i) ban outright the giving of live animals as prizes, in any form, on Caerphilly County Borough Council land;
- (ii) write to the Welsh Government, urging an outright ban on the giving of live animals as prizes on both public and private land in Wales

5.2 The following information from the RSPCA supports the Notice of Motion: -

Animal ownership is a big responsibility, one that should be planned and well thought out. Animals often do not have their welfare needs met both prior to, during and after being given as a prize.

- Since 2014, there have been 24 cases reported to the RSPCA of live animals being given as prizes in Wales. Of these 60% were goldfish being given at fairgrounds; however other animals including dogs, ducklings and horses were also reported during this period.
- Under the Animal Welfare Act 2006, it is an offence to give an animal as a prize to anyone under the age of 16, except within the family context. RSPCA Cymru believes that this does not go far enough, and would like to see legislation introduced similar to that within the Animal Health and Welfare (Scotland) Act 2006, which states that it is an offence to give an animal as a prize, regardless of age, except within the family context.
- Caerphilly County Borough Council has the opportunity to ban the giving of live animals as prizes on Council owned land, ensuring the welfare of these animals is not compromised, as well as raising public awareness of the issue and leading the way on ending this outdated practice.

Animals as Prizes and the impact on their welfare

RSPCA Cymru is firmly opposed to the giving of live animals as prizes. Animal ownership is a big responsibility that needs to be planned and well-thought out, in order to help provide the best quality of life for that animal - not a spur of the moment event resulting from a game.

While a range of animals are given as prizes each year in Wales and the rest of the UK, goldfish are the animal most commonly associated with pets as prizes. Goldfish are easily stressed and very often fish that are won as prizes suffer miserably from shock, oxygen starvation or die from changes in water temperature and many will die before their new owners can get them home.

People who are given goldfish as a prize do not normally have an aquarium set up so may keep them in unsuitable environments (such as fish bowls) and some fish may even get illegally dumped in local waterways. Fish bowls do not allow for appropriate oxygenation of the water and keeping fish in a small volume of water will also lead to high levels of ammonia, which can cause disease. Bowls provide limited or no opportunities for enrichment, shelter, company or a stable temperature, all of which are important factors in providing fish with a suitable living environment.

Acquiring an animal to be kept as a pet should be the result of careful planning and prior consideration. The prospective owner should have a clear understanding of the responsibilities involved and carefully consider whether they have, and will continue to have, the facilities, time, financial means and level of interest necessary to ensure a satisfactory standard of care for their animal prior to acquiring it.

The need for a voluntary ban

Ultimately, RSPCA Cymru believes that the introduction of a Scottish-like outright ban on animals as prizes on both public and private land by the Welsh Government is the most effective means to prevent animals being given thoughtlessly as prizes and therefore ensuring the welfare of these animals.

However, in implementing a ban on Council-owned land, Caerphilly County Borough Council could deliver a powerful message to the local community, Welsh Government and their counterparts in England and other parts of the world, where a ban on the giving of animals as prizes has not yet been sanctioned.

The Local Authority, as such, not only has the opportunity to ban the giving of live animals as prizes on their land, but also - in the process - to raise wider public awareness as to the impact that this practice has on the welfare of the animals.

6. ASSUMPTIONS

- 6.1 As a notice of motion is a procedural matter and must be dealt with in accordance with Council's Constitution, no assumptions have been made.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The procedural rules regarding a Notice of Motion are contained within Council's Constitution as adopted in May 2002. The Council's Constitution sets out the framework for the decision making roles and responsibilities which will impact on future generations.

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 The Notice of Motion is consistent with the five ways of working as defined within the act as it complies with the rules and regulations of the Council's Constitution which sets out a clear framework for how the Council operates in particular decision making responsibilities which will consider the positive and negative impacts on future generations, long term resilience, economic, environmental and social capital.

9. EQUALITIES IMPLICATIONS

- 9.1 There are no specific equalities implications that directly affect the Council arising from the report.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no financial implications associated with this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications associated with this report.

12. CONSULTATIONS

12.1 There has been no consultation undertaken.

13. STATUTORY POWER

13.1 Local Government Act 1972

Author: Emma Sullivan (Senior Committee Services Officer)

Appendices: Appendix 1 Copy of Notice of Motion.

NOTICE OF MOTION**BAN ON ANIMALS AS PRIZES ON CAERPHILLY COUNTY BOROUGH LAND**

To consider the undersigned Notice of Motion standing in the name of County Borough Councillor J. Pritchard and supported by the Councillors listed below.

We the undersigned elected members call on the Environment and Sustainability Scrutiny Committee to support the Notice of Motion and make a recommendation to Council.

We are concerned about the number of cases reported to the RSPCA each year, regarding pets given as prizes via fairgrounds, social media and other channels in Wales.

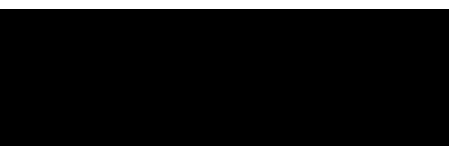
We are concerned for the welfare of those animals that are being given as prizes.

We are concerned that many cases of pets being given as prizes may go unreported each year in Wales.

We therefore call on this Council to support a move to ban the giving of live animals as prizes, in any form, on Caerphilly County Borough Council land.

We ask that the Council: -

- (i) ban outright the giving of live animals as prizes, in any form, on Caerphilly County Borough Council land;
- (ii) write to Welsh Government urging an outright ban on giving of live animals as prizes on both public and private land in Wales.



Councillor J. Pritchard

Supported via email:

Councillors J. Simmonds, Mrs E.M. Aldworth, W. David, P. Bevan, L. Whittle, G. Kirby, S. Morgan, A. Hussey, Mrs B. Jones, Mrs T. Parry, R. Gough, A. Farina-Childs, C. Cuss, G. Johnston, B. Owen, K. Etheridge, C. Mann, Mrs D. Cushion, A. Whitcombe, Mrs D. Price, Mrs A. Gair, Mrs C. Andrews, Mrs P. Marsden, Mrs A. Leonard, A. Collis, A. Angel, Mrs P. Leonard, L. Jeremiah, W. Williams, A. Higgs, S. Morgan, A. Hussey, Mrs B. Jones, S. Cook, J. Simmonds, J. Taylor, T.J. Williams, D.W.R. Preece and Mrs Eluned Stenner.

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COUNCIL – 23RD OCTOBER 2019

SUBJECT: NOTICE OF MOTION – #IPLEDGE2TALK CAMPAIGN

REPORT BY: CORPORATE DIRECTOR FOR SOCIAL SERVICES AND HOUSING

1. PURPOSE OF REPORT

- 1.1 Council is asked to consider the Notice of Motion as set out in Paragraph 6 of the report, and make an appropriate recommendation. In accordance with Rule 11 (3) of the Constitution, the Mayor has agreed to allow the motion to be dealt with at Council, without being first discussed at an overview and scrutiny committee.

2. SUMMARY

- 2.1 A Notice of Motion has been received from Councillor B. Jones, S. Morgan, C. Gordon, C. Cuss, Mrs E. Stenner, Mrs L. Phipps, N. George and Mrs P. Marsden.
- 2.2 The Notice of Motion meets the criteria set out in the Council's Constitution and in accordance with the Council's Rules of Procedure is now referred to Council for consideration.

3. RECOMMENDATIONS

- 3.1 Council is asked to consider the Notice of Motion outlined in paragraph 6.1 below.

4. REASONS FOR THE RECOMMENDATION

- 4.1 In accordance with the Council's Constitution.

5. LINKS TO STRATEGY

- 5.1 The procedural rules regarding a Notice of Motion are contained within Council's Constitution as adopted in May 2002. The Council's Constitution sets out the framework for the decision making roles and responsibilities which will impact on future generations.

6. REPORT

- 6.1 Councillor B. Jones requests in her Notice of Motion that Council:-
1. Support the #IPledge2Talk suicide prevention campaign and will work to support positive mental health in the Caerphilly communities, in local schools, neighbourhoods and workplaces.

2. Makes mental wellbeing a priority across all local authority's areas of responsibility.
3. Appoints Councillor C. Gordon (Cabinet Member for Corporate Services) as this Council's 'Mental Health Champion'

6.2 The following information is provided by the Member in support of her notice of motion.

Reasons for the Motion

In Wales more than 300 people die each year by suicide. In 2017, 278 of the 360 lives lost were male. We all have our part to play in reaching out and offering support to those in need by providing an opportunity to talk. Many people feel unable to talk about mental health due to the stigma that surrounds admitting there's a problem, we need to overcome this and we can all play a part in helping others feel comfortable enough to seek help.

The #IPledge2Talk Campaign was recently launched at the Senedd in collaboration with Mind Cymru, as a Local Authority, we acknowledge our crucial role in promoting awareness of the mental health and wellbeing.

Encouraging mental well-being should be a priority across all local authority's areas of responsibility, including housing, community safety and planning.

As a Council we can champion mental health on an individual and strategic basis by appointing an elected member as a 'Mental Health Champion'.

7. WELL-BEING OF FUTURE GENERATIONS

- 7.1 The Notice of Motion is consistent with the five ways of working as defined within the act as it complies with the rules and regulations of the Council's Constitution which sets out a clear framework for how the Council operates in particular decision making responsibilities which will consider the positive and negative impacts on future generations, long term resilience, economic, environmental and social capital.

8. EQUALITIES IMPLICATIONS

- 8.1 There are no specific equalities implications that directly affect the Council arising from the report.

9. FINANCIAL IMPLICATIONS

- 9.1 There are no financial implications associated with this report.

10. PERSONNEL IMPLICATIONS

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

11. CONSULTATIONS

- 11.1 There has been no consultation undertaken.

Author: Emma Sullivan, Senior Committee Services Officer

NOTICE OF MOTION

#IPLEDGE2TALK SUICIDE PREVENTION CAMPAIGN

To consider the undersigned Notice of Motion standing in the name of County Borough Councillor B. Jones and supported by Councillor S. Morgan, Councillor C. Cuss, Councillor E. Stenner, Councillor N. George, Councillor P. Marsden, Councillor L. Phipps and Councillor C. Gordon.

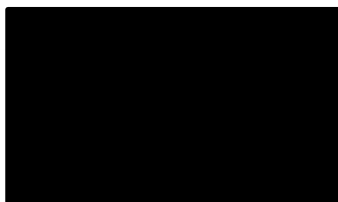
The #IPledge2Talk Campaign was recently launched at the Senedd in collaboration with Mind Cymru, as a Local Authority, we acknowledge our crucial role in promoting awareness of the mental health and wellbeing.

Encouraging mental well-being should be a priority across all local authority's areas of responsibility, including housing, community safety and planning.

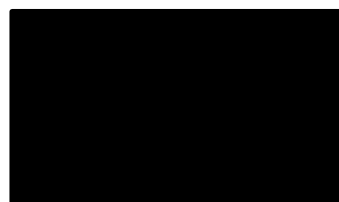
The authority will champion mental health on an individual and strategic basis and will appoint an elected member as its 'Mental Health Champion' within the Council.

This notice of motion therefore asks Council to:

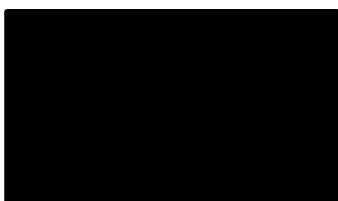
1. Support the #IPledge2Talk suicide prevention campaign and will work to support positive mental health in the Caerphilly communities, in local schools, neighbourhoods and workplaces.
2. Make mental wellbeing a priority across all local authority's areas of responsibility.
3. Appoint Councillor C. Gordon (Cabinet Member for Corporate Services) as this Council's 'Mental Health Champion'.



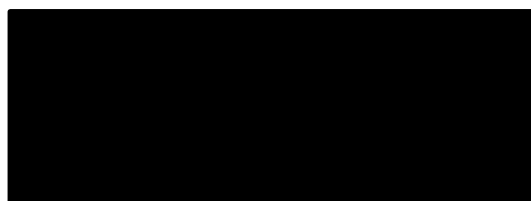
Councillor Barbara Jones



Councillor Sean Morgan



Councillor Carl Cuss



Councillor Colin Gordon



Councillor Eluned Stenner



Councillor Lisa Phipps



Councillor Philippa Marsden



Councillor Nigel George



COUNCIL – 23RD OCTOBER 2019

SUBJECT: ANNUAL PERFORMANCE REPORT 2018/19

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

1.1 The attached report is due to be considered by Cabinet on 16th October 2019. The recommendations of Cabinet will be reported verbally to Council on 23rd October 2019.

1.2 Members will be asked to consider the recommendations of Cabinet.

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

Appendix: Report to Cabinet on 16th October 2019



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

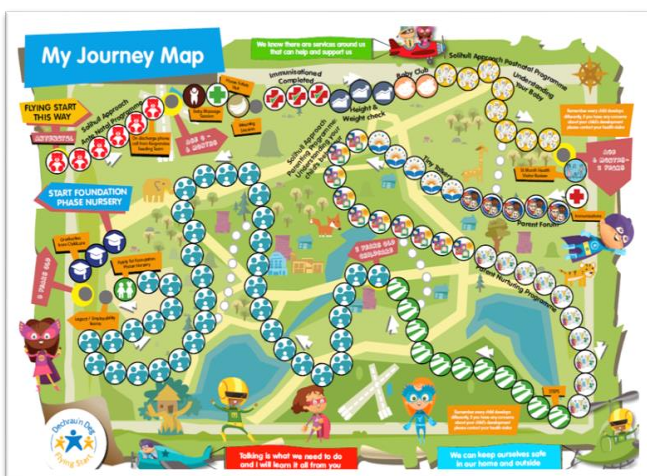


How have we performed overall in 2018/19?

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'.

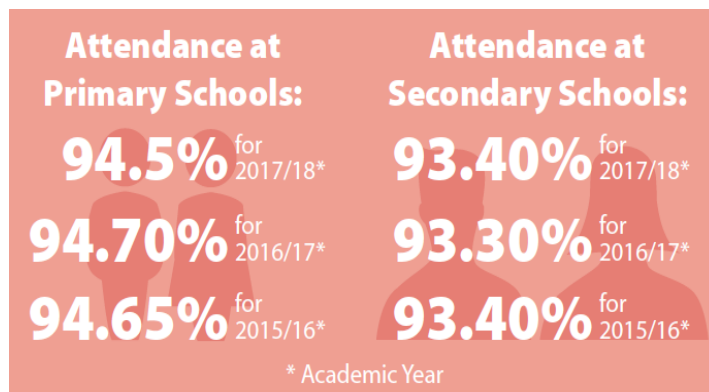
Our Families First programme showed 3,874 of 4,317 (**90%**) participants reported improved emotional and mental well-being over the two year period. **97%** of children improved their speech, language and

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

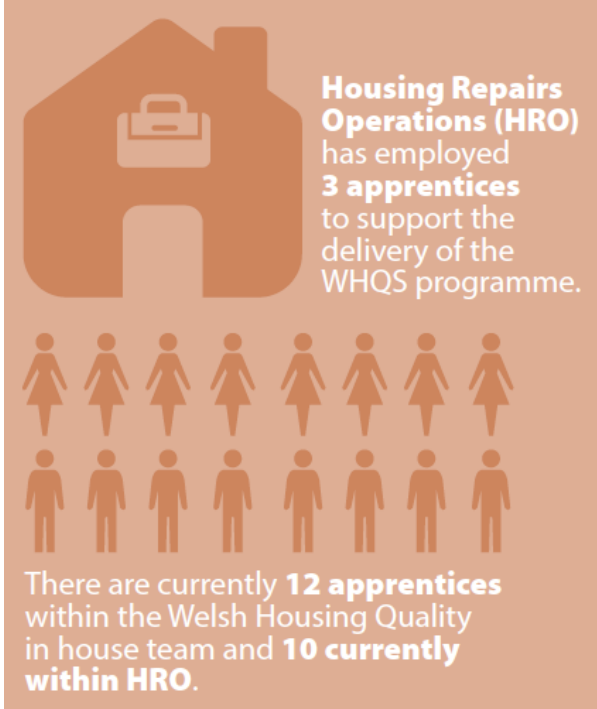
evolved significantly), there will be initiatives that will deliver outputs from the original business case, such as apprenticeship starts, upskilling etc.

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.*

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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.

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 to the approval process and resources available to deliver the new build project, Welsh Government

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.



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.

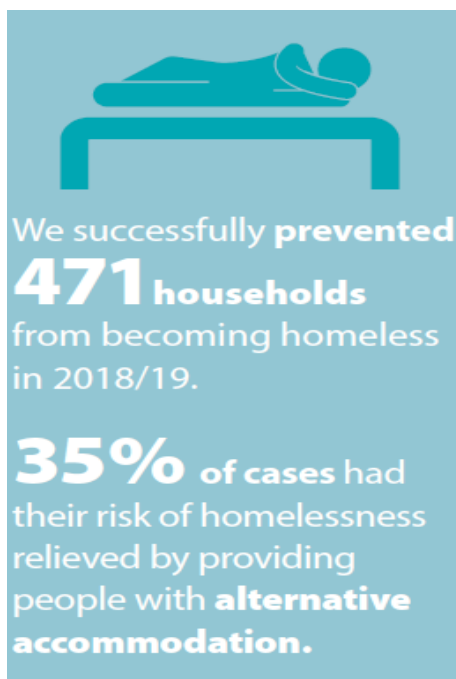
We returned **36** empty properties in the private rented sector into use and this is positive, however this is not as many as we had planned and we hope to improve the numbers in the coming years.

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.

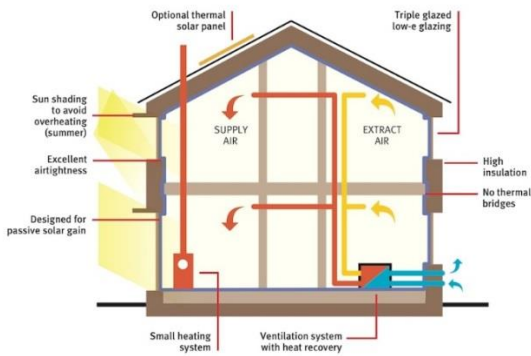
The strategy will set out an ambitious programme to develop homes that focus on meeting housing demand, are 'Future Ready' and energy efficient. The strategy will also propose that the Council's in-house workforce should be involved in delivering aspects of some new developments as a means of using and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

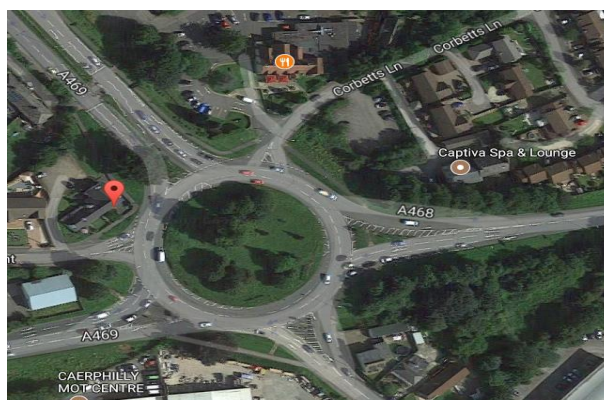
Improvements to bus stops in the Caerphilly basin have been substantially delivered and will be completed in 2019/20. Design of the proposals for the 200 Mid Valley area bus stops has begun with delivery expected in 2019/20 to 2020/21, subject to securing Welsh Government Local Transport Fund (LTF) funding.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

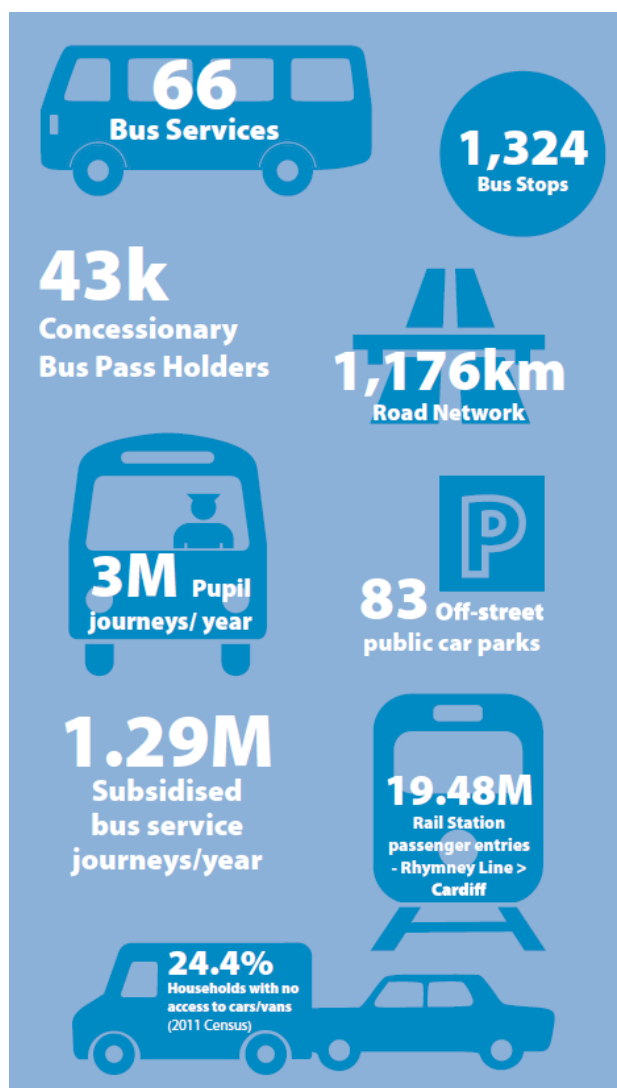
Delivery of this objective over time should contribute to and have impacts on:

- 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.

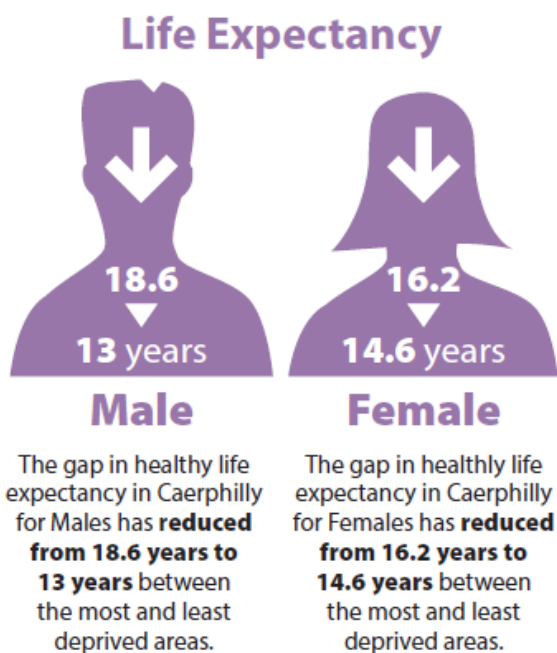


Well-being Objective 5

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 icons of a recycling bin, a tree, a bench, and birds flying in the sky.

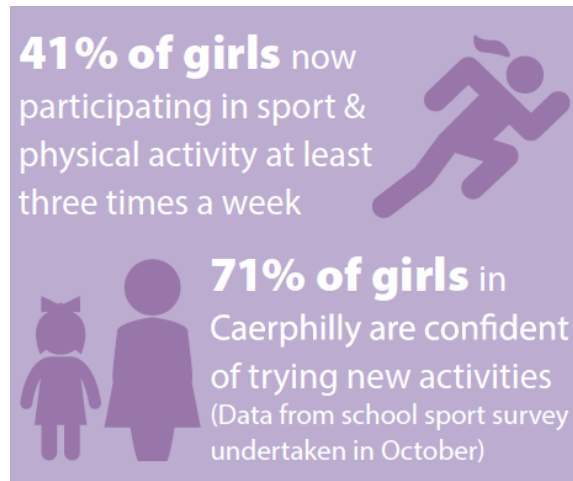
What have we learnt and where do we need to improve?

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 includes icons of a girl running and two girls standing together.

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.

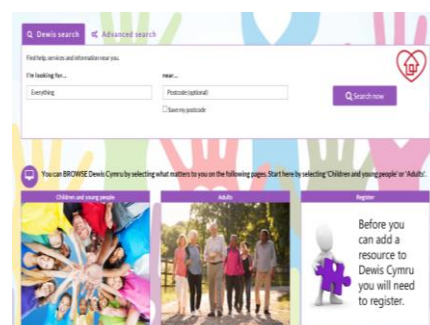
What have we learnt and where do we need to improve?

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

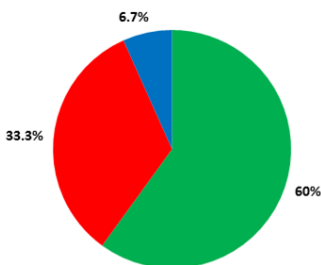
Every year all Local Authorities in Wales submit a set of measures called PAMs (Public Accountability Measures) to Data Cymru.

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

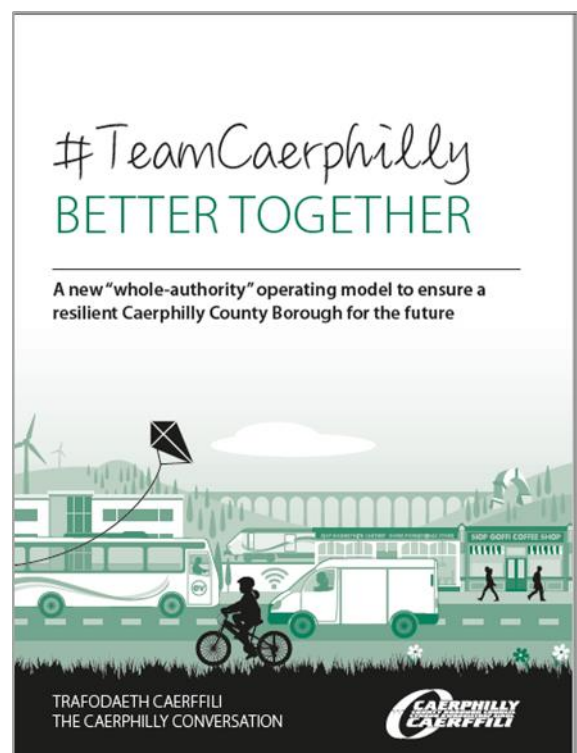
represents a significant challenge.

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

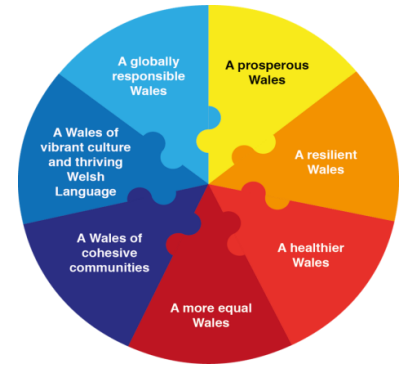
Electric vehicles infrastructure is also consistent with the five ways of working as defined within the sustainable development principle in the Act.

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 for 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:

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CF82 7PG

Tel: 01443 864238

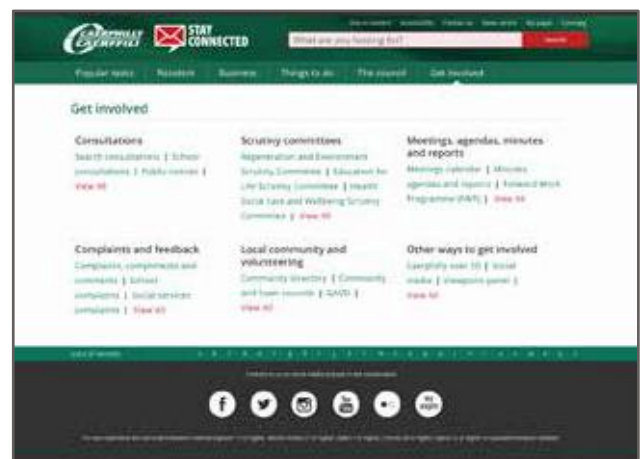
E-mail: roberr@caerphilly.gov.uk

The screenshot shows a contact form titled 'Performance Management Unit'. It includes a search bar at the top, a navigation menu, and a main content area with a form for providing contact details (Name, Email, Phone No., Message) and a 'Send' button. There is also a 'Are you looking for?' section with links to 'Council Plan (including New Being Reached)' and 'Performance Report'. Contact information for the unit is provided at the bottom: Telephone: 01443 864238, Address: Penallta House, Treowen Park, 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

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COUNCIL – 23RD OCTOBER 2019

SUBJECT: PUBLIC SERVICES OMBUDSMAN FOR WALES – ANNUAL REPORT AND ANNUAL LETTER 2018/19

REPORT BY: HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE OF REPORT

- 1.1 To inform Council of the publication of the Public Services Ombudsman for Wales Annual Report and Annual Letter (2018/19) in respect of this Council by the Public Services Ombudsman for Wales.

2. SUMMARY

- 2.1 To advise Council of the publication of the Public Services Ombudsman for Wales Annual Report and Annual Letter (2018/19).

3. RECOMMENDATIONS

- 3.1 It is recommended that the Council considers and notes the content of the Annual Letter.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To satisfy the Council's statutory duties under the Public Services Ombudsman (Wales) Act 2005.

5. THE REPORT

- 5.1 The Public Services Ombudsman for Wales (PSOW) issues an Annual Letter to each Local Authority in Wales which sets out a clear and concise breakdown of all complaints received and investigated by the PSOW during 2018/19 specifically relating to that Authority. The Annual Letter issued in respect of Caerphilly is attached at Appendix 1 to this report.
- 5.2 Members will note from the content of the Annual Letter that this year the Ombudsman has published the Annual Letters as part of his Annual Report and Accounts. The purpose of the Annual Report is to report on the performance of the PSOW's office over the year, provide an update on developments, deliver key messages arising from his work undertaken during that year together with the financial accounts for that year. A copy of the Annual Report and Accounts is available by accessing the link in Appendix 2 to this report.
- 5.3 The fact sheet attached to the Annual Letter gives a detailed breakdown of complaints data relating to Caerphilly. This includes statistics regarding Ombudsman's interventions which

includes all cases upheld as well as early resolutions and voluntary settlements. It also includes Code of Conduct cases referred to the Ombudsman and the outcomes of those referrals.

- 5.4 The data is self-explanatory and therefore no further comment is offered other than to ask Council to note the following:-
- 5.4.1 In relation to Caerphilly the number of complaints received by the Public Services Ombudsman for Wales has increased this year when compared to the number received last year from 40 to 65. Of the 65 complaints received, 26 were made prematurely (this is 19 more than last year), 6 were out of jurisdiction, and 26 cases were closed after initial consideration (this is 4 more than last year). There were 9 early resolutions and 1 report upheld/partially upheld.
- 5.4.2 Those complaints categorised as premature relate to cases where the complainant has not exhausted the Council's complaints policy. Practically it is not possible to prevent these referrals to the Ombudsman however the Council does ensure that the Council's Complaints Policy is available via the Council's web site and hard copy complaints booklet readily available to the public.
- 5.4.3 Complaints relating to Children Social Services have increased this year to 17 compared to a figure of 6 last year. From an analysis of this data 13 were not taken into investigation and 4 were resolved by way of early resolution.
- 5.4.4 Planning and building control complaints rose to 16 this year from 10 last year. From an analysis of this data it has been noted that 11 of the referrals related to one particular planning application and overall none of the 16 referrals were taken into investigation.
- 5.4.5 There was an increase in relation to the category of "complaints handling" from 1 to 5 of which 3 were not taken into investigation and 2 resulted in an early resolution.
- 5.4.6 In total 12% of the Council's Cases considered during this period required PSOW intervention by way of early resolution, an increase of 4% from the previous year. In addition one report was upheld in whole or in part which was considered by the Standards Committee under the Council's usual reporting processes.

5.5 **Code of Conduct Complaints**

Members will note that in respect of Caerphilly County Borough Councillors 3 complaints were received all of which were closed after initial consideration. In respect of Town and Community Councils 4 complaint were received in relation to Darran Valley Community Council all of which were closed after initial consideration.

5.6 **Conclusion**

Members will note that the Ombudsman has asked that the Annual Letter be reported to Cabinet however this Council's reporting process is to the Standards Committee which received a report on the Annual Letter at its meeting on 9th October and then full Council which provides all members with the ability to review the referrals to the Public Services Ombudsman for Wales.

6. **ASSUMPTIONS**

- 6.1 No assumptions are necessary within this report.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The function of overseeing complaints received and investigated by the Ombudsman contributes to the following Well-being goals within the Well-being of Future Generations Act (Wales) 2015 as it supports the provision of higher quality and more effective services to the public across all service areas
- 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. WELL-BEING OF FUTURE GENERATIONS

- 8.1 This report contributes to the Well-being Goals as set out in paragraph 7 above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act in that the overseeing of the complaints received and investigated by the Ombudsman enables departments to focus on areas of concern, to improve services and to monitor performance to ensure that any issues raised are identified and dealt with so as to be avoided in future

9. EQUALITIES IMPLICATIONS

- 9.1 There are no equalities implications associated with this report.

10. FINANCIAL IMPLICATIONS

- 10.1 There are no financial implications associated with this report.

11. PERSONNEL IMPLICATIONS

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

12. CONSULTATIONS

- 12.1 This Report reflects the contents of the Annual Letter and therefore there has been no formal consultation on the content of the Report. A copy of the Report has been provided to the Consultees below.

13. STATUTORY POWER

- 13.1 Public Services Ombudsman (Wales) Act 2005

Author: Lisa Lane Head of Democratic Services and Deputy Monitoring Officer
Consultees: Christina HARRY, Interim Chief Executive
Dave Street, Corporate Director of Social Services and Housing
Mark S Williams, Interim Director of Communities
Ed Edmunds, Corporate Director for Education and Corporate Services
Robert Tranter, Head of Legal Services and Monitoring Officer

Appendices:

Appendix 1 Public Services Ombudsman Annual Letter 2018/2019.


Appendix 2 Link to the Annual Report and Accounts

<https://www.ombudsman.wales/wp-content/uploads/2019/07/Annual-Report-and-Accounts-2018-2019-Final-ENG.pdf>

Background Papers – Report to Standards Committee 9th October 2019 – Public Services Ombudsman for Wales – Annual Report and Annual Letter 2018/19

Our ref: NB

Ask for: Communications

 01656 641150

Date: 7 August 2019

 communications
@ombudsman-wales.org.uk

Councillor David Poole
Council Leader
Caerphilly County Borough Council

By Email Only
davidpoole@caerphilly.gov.uk

Dear Councillor David Poole

Annual Letter 2018/19

I am pleased to provide you with the Annual letter (2018/19) for Caerphilly County Borough Council. This year I am publishing my Annual Letters as part of my Annual Report and Accounts. I hope the Council finds this helpful and I trust this will enable it to review its own complaint handling performance in the context of other public bodies performing similar functions across Wales.

Whilst overall the number of complaints received relating to local authorities across Wales increased from 794 to 912, I am pleased that local authorities continue to work with my office to resolve many of these complaints at an early stage. This provides complainants with appropriate and timely remedies avoiding the need for my office to fully investigate complaints.

A summary of the complaints of maladministration/service failure received relating to the Council is attached.

Also attached is a summary of the Code of Conduct complaints relating to members of the Council and the Town & Community Councils in your area.

The Public Services Ombudsman (Wales) Act 2019 has now been introduced. I am delighted that the Assembly has approved this legislation giving the office new powers aimed at:

- Improving access to my office
- Providing a seamless mechanism for complaint handling when a patient's NHS care is inextricably linked with private healthcare
- Allowing me to undertake own initiative investigations when required in the public interest
- Ensuring that complaints data from across Wales may be used to drive improvement in public services for citizens in Wales.

I am very much looking forward to implementing these new powers over the coming year.

Action for the Council to take:

- Present my Annual Letter to the Cabinet to assist Members in their scrutiny of the Council's performance
- Work to reduce the number of cases which require intervention by my office
- Inform me of the outcome of the Council's considerations and proposed actions on the above matters by **31 October 2019**.

This correspondence is copied to the Chief Executive of your Council and to your Contact Officer. Finally, a copy of all Annual Letters will be published on my website.

Yours sincerely



Nick Bennett
Public Services Ombudsman for Wales

CC: Christina Harray, Interim Chief Executive
Andrea Jones, Contact Officer

Factsheet

A. Complaints Received and Investigated with Local Authority average adjusted for population distribution

Local Authority	Complaints Received	Average	Complaints Investigated	Average
Caerphilly County Borough Council 2018/19	65	51	1	1
Caerphilly County Borough Council 2017/18	40	45	1	1
Blaenau Gwent County Borough Council	8	20	0	0
Bridgend County Borough Council	33	41	0	1
Cardiff Council	115	103	0	2
Carmarthenshire County Council	49	53	1	1
Ceredigion County Council	23	21	0	0
City and County of Swansea	83	70	0	2
Conwy County Borough Council	41	33	2	1
Denbighshire County Council	26	27	1	1
Flintshire County Council	50	44	2	1
Gwynedd Council	32	35	2	1
Isle of Anglesey County Council	31	20	2	0
Merthyr Tydfil County Borough Council	15	17	0	0
Monmouthshire County Council	20	27	0	1
Neath Port Talbot County Borough Council	38	40	1	1
Newport City Council	38	43	0	1
Pembrokeshire County Council	35	35	0	1
Powys County Council	67	38	4	1
Rhondda Cynon Taf County Borough Council	36	68	0	2
Torfaen County Borough Council	12	26	1	1
Vale of Glamorgan Council	24	37	0	1
Wrexham County Borough Council	45	38	3	1
Grand Total	886		20	

B. Complaints Received by Subject

Caerphilly County Borough Council	Complaints Received
Adult Social Services	4
Children Social Services	17
Community Facilities. Recreation and Leisure	1
Complaints Handling	5
Education	2
Environment and Environmental Health	3
Finance and Taxation	1
Housing	10
Planning and Building Control	16
Roads and Transport	4
Various Other	2

C. Comparison of complaint outcomes with average outcomes for Local Authorities, adjusted for population distribution

Local Authority	Out of Jurisdiction	Premature	Other cases closed after initial consideration	Early Resolution / Voluntary settlement	Discontinued	Other Report - Not upheld	Other Report - Upheld in whole or in part	Public Interest Reports
2018/19								
Caerphilly	6	26	26	9	-	-	1	-
Caerphilly (adjusted)	9	16	18	7	-	1	1	-
2017/18								
Caerphilly	6	7	22	2	-	1	1	-
Caerphilly (adjusted)	8	13	16	6	-	1	1	-

D. Number of cases with PSOW intervention

Local Authority	No. of complaints with PSOW intervention	Total number of closed complaints	% of complaints with PSOW intervention
Caerphilly County Borough Council 2018/19	8	68	12%
Caerphilly County Borough Council 2017/18	3	39	8%
Blaenau Gwent County Borough Council	2	7	29%
Bridgend County Borough Council	6	36	17%
Cardiff Council	19	110	17%
Carmarthenshire County Council	4	48	8%
Ceredigion County Council	5	24	21%
City and County Swansea	10	80	13%
Conwy County Borough Council	5	39	13%
Denbighshire County Council	4	30	13%
Flintshire County Council	16	56	29%
Gwynedd Council	6	35	17%
Isle of Anglesey County Council	5	31	16%
Merthyr Tydfil County Borough Council	0	14	0%
Monmouthshire County Council	0	23	0%
Neath Port Talbot County Borough Council	4	40	10%
Newport City Council	7	43	16%
Pembrokeshire County Council	6	33	18%
Powys County Council	11	64	17%
Rhondda Cynon Taf County Borough Council	4	34	12%
Torfaen County Borough Council	1	12	8%
Vale of Glamorgan Council	7	30	23%
Wrexham County Borough Council	8	43	19%

E. Code of Conduct Complaints Closed

Local Authority	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total
2018/19								
Caerphilly	3	-	-	-	-	-	-	3
2017/18								
Caerphilly	4	-	-	-	-	-	-	4

F. Town/Community council Code of Conduct Complaints

Town/Community Council	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total
Darren Valley CC	4	-	-	-	-	-	-	4

Appendix

Explanatory Notes

Section A compares the number of complaints against the Local Authority which were received and investigated by my office during 2018/19, with the Local Authority average (adjusted for population distribution) during the same period.

Section B provides a breakdown of the number of complaints about the Local Authority which were received by my office during 2018/19. The figures are broken down into subject categories.

Section C compares the complaint outcomes for the Local Authority during 2018/19, with the average outcome (adjusted for population distribution) during the same period.

Section D provides the numbers and percentages of cases received by the PSOW in which an intervention has occurred. This includes all upheld complaints, early resolutions and voluntary settlements.

Section E provides a breakdown of all Code of Conduct complaint outcomes against Councillors during 2018/19.

Section F provides a breakdown of all Code of Conduct complaint outcomes against town or community councils.

Feedback

We welcome your feedback on the enclosed information, including suggestions for any information to be enclosed in future annual summaries. Any feedback or queries should be sent via email to communications@ombudsman-wales.org.uk

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COUNCIL – 23RD OCTOBER 2019

SUBJECT: PROPOSAL FOR A STRATEGIC DEVELOPMENT PLAN (SDP) FOR THE CARDIFF CAPITAL REGION

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To seek council's agreement to commence the process of preparing a Strategic Development Plan for the Cardiff Capital Region, including its governance arrangements and cost contributions.

2. SUMMARY

- 2.1 The report sets out proposals to prepare a Strategic Development Plan (SDP) for the 10 Local Planning Authorities in the Cardiff Capital Region. The decision to proceed with the SDP requires endorsement by all 10 Councils in the region to authorise the Responsible Authority to submit a proposal to prepare the SDP to Welsh Government. A similar report to this is being presented to each of the 10 Councils over the coming months.
- 2.2 The SDP is a regional level statutory Development Plan that sits above a Local Development Plan and below the Welsh Government's National Development Framework and it provides the strategic framework for LDPs to be prepared. A statutory SDP provides certainty to developers, investors and our communities that key strategic decisions in respect of housing, transport, employment and infrastructure provision are being taken at an appropriate regional level, whilst still allowing key decisions on planning proposals to be taken locally through Local Development Plan allocations and policies and thereafter in development management decisions.
- 2.3 The report identifies some key issues for consideration around the preparation of the SDP, in particular: the extent of the Strategic Planning Area Boundary; governance arrangements; the scope and content of the SDP; and the length of the SDP plan period.
- 2.4 The plan preparation process requires the identification of a Responsible Authority to submit the proposal to prepare the SDP to Welsh Government, and it is recommended that the Vale of Glamorgan Council take this role.
- 2.5 A new Strategic Planning Panel will have the responsibility for preparing and adopting the SDP. The Panel will comprise elected representatives from every Local Planning Authority within the Cardiff Capital Region boundary with each member

having a weighted vote. It is recommended that the Cabinet Member for Environment and Public Protection, represents Caerphilly County Borough Council on the Panel.

- 2.6 If all 10 Councils agree to proceed with the SDP, a formal proposal will be prepared by the Responsible Authority and submitted to Welsh Government. Thereafter, WG will prepare the appropriate regulations and the work on the preparation of the SDP will commence.

3. RECOMMENDATIONS

- 3.1 That Caerphilly County Borough Council agrees the content of the report and agrees that the Responsible Authority be authorised to submit the Proposal for a Strategic Development Plan (SDP) for the Cardiff Capital Region to the Minister on behalf of the 10 Local Planning Authorities in the region.
- 3.2 That Caerphilly County Borough Council agrees the Vale of Glamorgan Council be the Responsible Authority for the Cardiff Capital Region Strategic Development Plan (SDP).
- 3.3 That Caerphilly County Borough Council agrees that the strategic planning area should comprise the 10 local planning authority areas within the Cardiff Capital Region as shown on the map at **Appendix A**.
- 3.4 That Caerphilly County Borough Council authorises relevant officers to engage with the Welsh Government in drafting the Strategic Development Plan Regulations to deliver the following governance arrangements for the SDP and Strategic Planning Panel (SPP):
- i. That the Strategic Planning Panel (SPP) will be comprised of 10 Members, 1 from each constituent Local Authority with the weighting of votes for each constituent Local Authority being based on its population and geographical area as follows:

Local Authority	No. of Members on the Strategic Planning Panel	Weighting of Vote for constituent LA
Blaenau Gwent	1	1
Bridgend	1	2
Caerphilly	1	3
Cardiff	1	5
Merthyr Tydfil	1	1
Monmouthshire	1	3
Newport	1	2
Rhondda Cynon Taff	1	3
Torfaen	1	1
Vale of Glamorgan	1	2
Total	10	23
Nominated non-voting panel members	5	NA

Table 1: Strategic Planning Panel Composition and Weighting of Votes

- ii. That constituent Councils will be engaged through a prior consultation process as set out in Figure 1 and the SPP shall have full regard to the comments of constituent Councils.
 - iii. That decisions made on the SDP by the SPP shall require a 70% quorum of voting Members on the Panel and decisions shall require a 70% majority vote of a quorate meeting.
- 3.5 That Caerphilly County Borough Council agrees the setting up of an Interim Strategic Planning Panel prior to the formal establishment of the SPP and the nominated Member below represent Caerphilly County Borough Council on the Interim Strategic Planning Panel with delegated authority to take initial decisions on the preparation of the SDP (with a vote weighted in accordance with the table at Recommendation 4(i)) and thereafter on the Strategic Planning Panel. Caerphilly County Borough Council nominates:
- Cllr Eluned Stenner, Cabinet Member for Environment and Public Protection
- That in the event that Member is no longer able to sit on Interim Strategic Planning Panel, give delegated authority to the Leader of the Council to nominate a new Member to represent the Council on the Interim Strategic Planning Panel and Strategic Planning Panel.
- 3.6 That Caerphilly County Borough Council agrees that a Regional SDP officer team is established to progress the preparation of the SDP to be appointed by representatives of the Interim Strategic Planning Panel, with appropriate human resource support from the Responsible Authority.
- 3.7 That Caerphilly County Borough Council agrees that the cost of preparing the SDP is shared across the 10 Authorities on a proportional cost, based on the voting representation on the Strategic Planning Panel. That this be reviewed on an annual basis, with the initial contribution of £50,005, to cover the start-up costs likely to be incurred in this financial year 2019/20, being paid by Welsh Government in accordance with the Minister's letter dated 15th July 2019

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To authorise the preparation of a Strategic Development Plan (SDP) for the Cardiff Capital Region, providing clarity of intent and to allow work to commence.
- 4.2 To authorise the Vale of Glamorgan Council as the Theme Lead under the existing City Deal arrangements as the Responsible Authority to administer the SDP. The Regulations require that a Responsible Authority be identified to coordinate administrative and HR matters.
- 4.3 To identify the strategic planning area as the 10 local planning authority areas within the Cardiff Capital Region, having regard to the environmental, economic, social and administrative functions of the Cardiff Capital Region. The Regulations require that, when notifying the Welsh Government of the intention to proceed with a SDP, the strategic planning area is identified.
- 4.4 To ensure the Strategic Development Plan Regulations deliver appropriate governance arrangements for the SDP and Strategic Planning Panel (SPP).

- 4.5 To set up an Interim Strategic Planning Panel prior to the formal establishment of the SPP with the nominated Member representing the Council on the Interim Strategic Planning Panel with delegated authority to take initial decisions on the preparation of the SDP including the appointment of the SDP Team. The Member is also nominated to represent the Council on the Strategic Planning Panel in due course.
- 4.6 To establish a Regional SDP team to progress the preparation of the SDP to ensure adequate time and expertise is secured to ensure the successful delivery of a Strategic Development Plan (SDP) for the Cardiff Capital Region.
- 4.7 To ensure that the cost of preparing the SDP is shared across the 10 Local Authorities on a proportional cost based on SPP voting arrangements, which is reviewed annually, and to cover the start-up costs likely to be incurred in this financial year 2019/20.

5. THE REPORT

Background

- 5.1 The Planning (Wales) Act 2015 sets out the process for establishing and preparing a Strategic Development Plan (SDP). Welsh Government have invited all Local Planning Authorities to submit proposals for SDPs, stating that SDPs are necessary to provide a robust framework for the delivery of the land use implications of existing City Deal proposals; and to allow larger than local issues such as housing, employment and infrastructure, which cut across LPA boundaries to be considered in an integrated and comprehensive way.
- 5.2 In 2018 the 10 Local Authorities comprising the Cardiff Capital Region ('CCR') commenced work to look at the potential for a Strategic Development Plan (SDP) for the region, on the basis that the way forward would be subject to decision by each constituent authority.
- 5.3 Since then, work has been on-going to establish some key areas of agreement to enable the project to proceed. At this stage, the guidance and regulations for the SDP have not been made and the region is therefore in a position to influence how the process can be managed and a successful SDP delivered. Welsh Government officials have met with Lead Members and officers and are keen to work with us to progress the SDP.
- 5.4 The Cardiff Capital Region Cabinet has held workshops attended by the Leaders, Chief Executives, the Lead Cabinet Members for Planning and the Chief Planning Officers of the 10 Cardiff Capital Region Authorities to discuss the key issues of:
 - Strategic Planning Area Boundary;
 - Governance; and
 - Scope, Content and Plan Period
- 5.5 At these workshops and at subsequent discussions, a preferred way forward has been identified in respect of these issues. These considerations are set out below and have informed the recommendations in this report.

Key Issues for Consideration

Benefits of a Cardiff Capital Region Strategic Development Plan

- 5.6 There is a need for joined-up strategic planning for the Cardiff Capital Region, providing an enabling tool for the region's economic growth, transport/connectivity and other ambitions. The best way of achieving this is via a statutory Strategic Development Plan for the Cardiff Capital Region in order to:
- Provide a regional spatial framework for the future development and use of land in the Cardiff Capital Region;
 - Achieve truly transformational change in the region;
 - Provide the mechanism for consensus to be reached on significant strategic and cross boundary land use issues;
 - Provide certainty, transparency and democratic accountability for decision making on land-use planning matters at a strategic/regional level;
 - Guide strategic public and private investment decisions, including those made under the City Deal initiative and beyond; and
 - Enable true collaboration between LPAs working together on a Development Plan framework for the region, with associated benefits such as shared resources, resilience and savings.
- 5.7 The City Deal Agreement gave a commitment to prepare a Strategic Development Plan for the region and to work collaboratively on strategic transport and strategic planning issues. This reflects the recommendation from the Growth Commission's report.
- 5.8 A statutory SDP provides certainty to developers, investors and our communities that key strategic decisions around housing, transport, employment and infrastructure provision are being taken at an appropriate regional level, whilst still allowing key decisions on planning proposals to be taken locally through Local Development Plan allocations and policies and thereafter in development management decisions.
- 5.9 A proposal to proceed with an SDP for the Cardiff Capital Region can only be put forward to Welsh Government, by an identified Responsible Authority, once all Councils have formally given approval. Following this Welsh Government can start preparing the necessary regulations setting out how the SDP should be prepared. Until now, they have not done so because no SDP proposals have been formally submitted. It is expected that the Cardiff Capital Region will be the first to do so. Therefore, the CCR have the ability to influence these regulations and establish a process that works best for this region. WG officials have confirmed that they are willing to assist us to achieve this.
- ### Responsible Authority
- 5.10 The Act sets out some initial stages of preparing an SDP, including identifying an area to be designated as a Strategic Planning Area and consulting on this proposal, submitting the proposal and a report describing the rationale, consultation and responses received to the Welsh Government. To do this, the region needs to identify a 'Responsible Authority' to act as the main point of contact for the SDP during the setting up stages.
- 5.11 It must be stressed that the role of the responsible authority is purely administrative, acting in support of the work of the 10 local authorities and as the sole point of

contact between the Welsh Government and the 10 local authorities. The background work, including all technical work and consultation, e.g. identifying the strategic planning boundary, would be done on a collective basis by officers from all 10 Local Authorities. The role of the Responsible Authority would be to formally submit the proposal on behalf of the whole region to Welsh Government.

- 5.12 The decision on who is identified as the Responsible Authority needs to be agreed by all 10 Councils. A paper setting out the relevant issues on this matter is attached at Appendix D. The Vale of Glamorgan Council has been acting as the Interim Responsible Authority for the SDP, being the main point of contact and coordinator on the SDP project in the short term, in view of their Leader being the Theme Lead for planning under the City Deal arrangements. It is considered necessary, at this stage, to identify the nominated Responsible Authority for endorsement and it is proposed that the Vale of Glamorgan Council undertake this role following on from its temporary role as the Interim Responsible Authority.

Strategic Planning Area Boundary

- 5.13 The SDP needs to be clear about what land area it covers as a land use plan, and this is known as the Strategic Planning Area. The submission to Welsh Government must include justification for the Strategic Planning Area. Economic factors such as commuting flow patterns will need to be considered, along with data on daytime and night-time populations for example, plus other physical or social factors. However, the most significant factors in drawing a boundary are likely to be the vision, desired outcomes, and political consideration of what is already in place in terms of administrative boundaries and the important work already achieved with regard to the Cardiff Capital Region City Deal.
- 5.14 The Cardiff Capital Region covers 10 unitary authorities, but 11 local planning authorities. Areas of the Brecon Beacons National Park, which is its own local planning authority, overlap with areas of Monmouthshire and the Valleys. At the CCR SDP workshops held in July 2018, discussions mainly considered whether the Brecon Beacons National Park area should be within the area, partially within it, or wholly outside it. Considering the advantages and disadvantages of each option, consensus was reached that the Strategic Planning Area should consist of the 10 local planning authority areas within the Cardiff Capital Region as shown on the map at Appendix A which excludes those parts of the Brecon Beacons National Park that overlap with areas of Monmouthshire and the Valleys. The Brecon Beacons National Park Authority has indicated that it agrees with this approach and does not wish to be part of the Strategic Planning Area or covered by the SDP.

Governance and Strategic Planning Panel

- 5.15 The SDP governance model outlined in the Act represents a transfer of strategic planning powers from Local Authorities to a Strategic Planning Panel (SPP). Once the Responsible Authority has submitted a proposal and the Strategic Planning Area has been formally designated by the Welsh Government, a Strategic Planning Panel will then be formed and charged with the responsibility for preparing the SDP for the Strategic Planning Area. The panel will consist of at least one elected member from each authority, plus other non-local authority nominated members. The elected members will contribute two thirds of the makeup of the panel, with the other nominated members accounting for the remaining third. Only the local authority elected members will have voting rights. It is important to emphasise that the SPP will be the decision making body with regard to all aspects of the SDP, and not the responsible authority or the individual constituent Councils. Individual Councils will be statutory consultees on all stages of the SDP and representations will be duly considered (see Figure 1), however, as noted, the Panel will be the decision making

body.

- 5.16 It should be noted that further detail on the working arrangements of the SPP will be set out through future regulations after the Responsible Authority has reported back to the Minister. Some of these issues are of fundamental significance in terms of governance and go right to the heart of how the SDP will be managed and decisions are taken. Examples include uncertainties concerning voting rights, how many Members would sit on the Panel and how the gender composition requirements of 40-60% female representation of Elected Members could be met. Furthermore, given that the regulations mean that the SPP cannot be established immediately, there is a need to consider the most appropriate interim governance arrangements as the initial stages of the SDP is progressed.
- 5.17 The issue of governance has therefore been given significant consideration at Workshops and subsequent Cardiff Capital Region Cabinet discussions. The focus of these discussions has been around the appropriate representation of voting Members on the Panel from each constituent Council, how each Council can be effectively engaged in the decision making process and what voting arrangements would enable decisions to be made fairly. As a result of these discussions, a preferred governance structure is outlined below.

Representation on the Strategic Planning Panel (SPP)

- 5.18 Voting of the SPP will be weighted having regard not only to the size of the population of the constituent authorities, but also weighted to have regard to the geographical area of the authority, given that the SDP will be a land use plan. This has been set out as follows with a total number equivalent to 23 voting Members of the Panel:

Local Authority	No. of Members on the Strategic Planning Panel	Weighting of Vote for constituent LA
Blaenau Gwent	1	1
Bridgend	1	2
Caerphilly	1	3
Cardiff	1	5
Merthyr Tydfil	1	1
Monmouthshire	1	3
Newport	1	2
Rhondda Cynon Taff	1	3
Torfaen	1	1
Vale of Glamorgan	1	2
Total	10	23
Nominated non-voting panel members	5	NA

Table 2: Representation and voting weighting for the SPP

- 5.19 To ensure meetings are manageable and that Councils can resource the SPP with appropriate Members, it is recommended that the Panel comprises 1 Member from each constituent Council who are nominated to represent their Council and their vote is weighted accordingly. For example: 1 Member's vote from Cardiff has the weight of 5 votes. This will need to be set out by Welsh Government in the Regulations establishing the SPP or in the SPP's constitution.
- 5.20 The Act requires the voting members of the SPP to comply with the Strategic

Planning (Composition of Panels and Qualifying Expenditure) (Wales) Regulations 2016, which require the local planning authority representatives to have a gender balance with no more than 60% of the SPP comprising one gender, except where the make-up of constituent local planning authorities makes the composition requirements unachievable. WG officials have advised they will take a pragmatic stance on this and that the LPA members on the SPP should comprise the most appropriate members in terms of their role within the constituent Councils, alongside relevant knowledge and experience.

- 5.21 The SPP will consist of LPA members as set out above, and other (non-elected) members. The SPP requests and appoints non-elected nominated members (e.g. representatives from Business / Industry, Environmentalists, Transport specialists etc.) but they do not have voting rights. Local Authority members will make up 2/3rds of the SPP, therefore with 10 LA members there would be 5 non-elected members and a total SPP of 15.

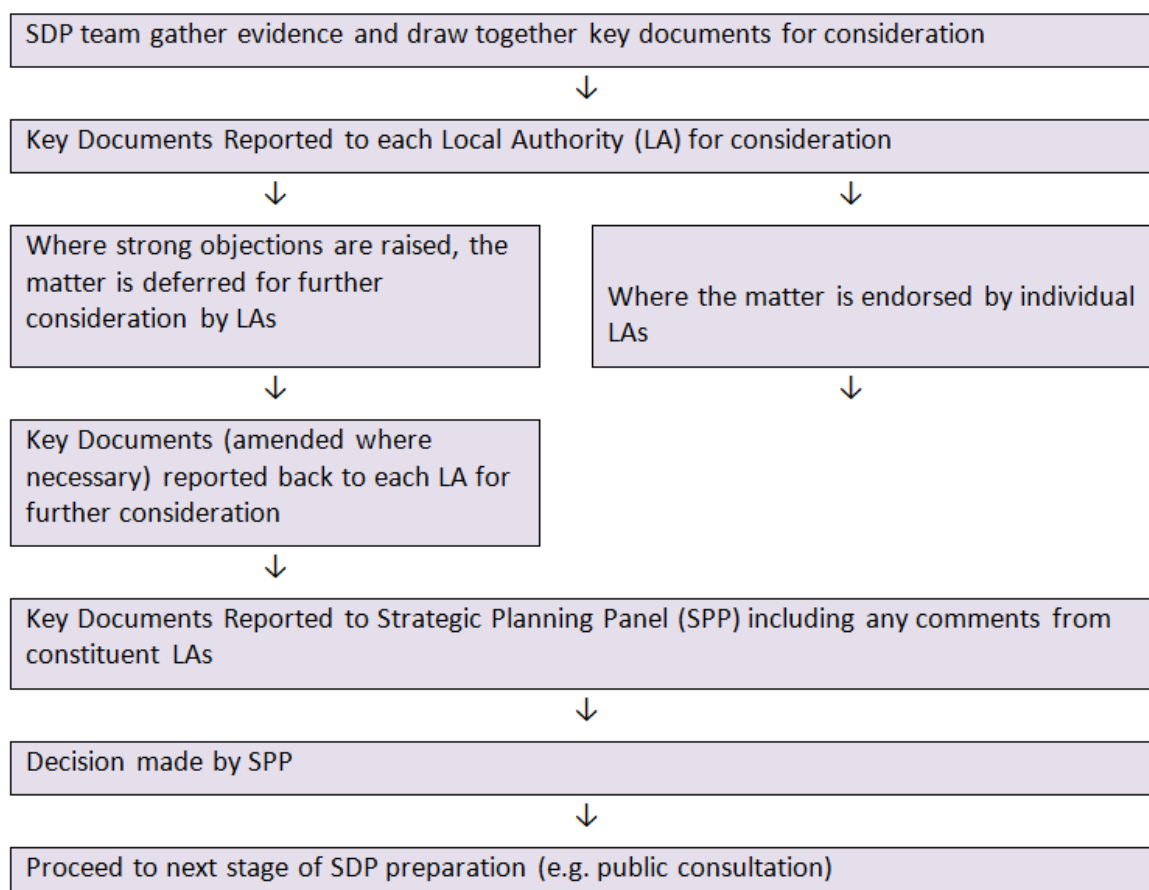
Engagement with Constituent Councils

- 5.22 To ensure that the constituent Councils are effectively engaged in the process, there will be formal stages of consultation in addition to continuous informal involvement throughout the preparation of the SDP. Potential options for 'a prior consent approach' or 'a consultation approach' to involve each Council in the process prior to the SPP making a formal decision have been considered and Counsel Opinion was sought about the legalities of the various approaches and whether there were alternatives not yet considered. Counsel did not consider that a unanimous vote of all LPA Members on the SPP was a realistic prospect. Nevertheless, Members on the SPP need to have an effective mechanism to gauge and reflect the views of their Councils. The aim being to provide that the SDP is prepared and progressed on the basis of working to achieve unanimous support for its proposals in advance of decisions being made by the SPP.
- 5.23 Assuming the process mirrors that of Local Development Plan preparation, it is considered that the key stages of reporting / decision making (noting stages ii and iii can be combined) will be:
- i. Delivery Agreement
 - ii. Vision
 - iii. Preferred Strategy
 - iv. Deposit SDP
 - v. Focussed Changes to SDP (if relevant)
 - vi. Submission of SDP to Welsh Government
 - vii. Inspector's Report and Adoption
- 5.24 At present, when preparing Local Development Plans, Members are engaged in a variety of ways, for example: Community Engagement workshops; Visioning workshops; formal and informal Member briefing sessions with Full Council, the Cabinet or Executive, Political Groups or individual ward Members; formal reporting at key stages of development plan preparation; and during open public consultation at key stages of development plan preparation.
- 5.25 It is anticipated that the same engagement will take place in the preparation of the Strategic Development Plan. In addition, Welsh Government officials envisaged that the SPP could be supported by a number of sub-committees focussing on key

themes such as Housing, Employment, and Transport and other LA Members could be on these Committees.

- 5.26 Figure 1 shows how a ‘Prior Consultation’ approach should work at each of the key stages in plan preparation. In addition to the formal reporting stages above, Members of constituent Councils will be involved in the process throughout.

Figure 1: Suggested Prior Consultation Reporting Process



Voting

- 5.27 Part 2(14) of the Planning Act states the SPP must make standing orders regulating its procedure and these must specify a quorum for meeting of the SPP, which must include at least half of the Local Planning Authority Members. Consideration has been given to the decision-making framework for the Strategic Planning Panel.

- 5.28 It is recommended that decisions made on the SDP by the SPP shall require a 70% quorum of voting Members on the Panel and decisions shall require a 70% majority vote of a quorate meeting.

Interim Governance Prior to Establishment of SPP

- 5.29 It must be recognised that there will be a delay of several months before the WG lays regulations and formally establishes the Strategic Planning Panel. Therefore, it is recommended that an interim SPP is set up to steer the process in the intervening period to enable preparatory work to be undertaken. It is recommended that each Council nominate an Elected Member to represent them on an Interim Strategic Planning Panel with delegated authority to take initial decisions on the preparation of the SDP. The Interim SPP would have responsibility for oversight of the initial tasks

to proceed with the SDP. These will include: preparation and formal submission of the SDP Proposal to the Minister including justification for the Strategic Planning Area (60E of the Planning Act); liaison with Welsh Government on SDP draft regulations and guidance; recruitment of the SDP Team; and procurement of goods and services as required. It is likely that the Interim SPP will need to meet every 1-2 months during this initial period prior to the formal establishment of the Strategic Planning Panel.

- 5.30 Having regard to the role of the Interim Strategic Planning Panel in making these initial decisions, the following Elected Member is nominated to represent Caerphilly County Borough Council: Cllr Eluned Stenner, Cabinet Member for Environment and Public Protection.
- 5.31 It is recommended that the Cabinet Member for Environment and Public Protection thereafter represents the Council on the Strategic Planning Panel, and that delegated authority be given to the Leader to nominate future representatives on the Panel as appropriate.

Scope, Content and Plan Period of the SDP

- 5.32 In the absence of regulations or guidance on SDPs, officers have sought advice from Welsh Government officials about the likely scope, content and plan period of the SDP. Officers consider a 20 year plan period (e.g. 2020-2040) is most appropriate but further discussion can address this matter alongside plan content. The scope and content of the SDP is also open to debate and further consideration taking into account the scope and content of other development plans in the hierarchy i.e. the National Development Framework (NDF) and Local Development Plans (LDPs). Only those matters that have a regional significance should be included in the SDP and the scope needs to ensure that the preparation of the SDP is both manageable and effective. The emerging NDF would run to 2040.
- 5.33 This issue was given some consideration at the CCR SDP workshop in July 2018. At this stage, it would be premature to be explicit about the scope and content of the Plan and this will be informed to a large extent by the evidence and the guidance to follow. However, at this stage, it is expected that the plan will include the following:
- Objectives
 - A Vision for the Cardiff Capital Region
 - A Spatial Strategy that acknowledges the diversity of the region and its opportunities
 - Strategic policies and proposals
- 5.34 It is expected there will be core issues / topics that must be covered by the SDP, including:
- Housing need & supply – whole region, by LPA or Housing Market Areas
 - Employment need & supply
 - Strategic sites and new settlements
 - Strategic Infrastructure e.g. Transport
 - Green Infrastructure e.g. Green Belt
 - Strategic Policies / Development Management Policies

5.35 There may be other matters that could be covered if there was a willingness and / or need to do so, to maximise the benefits of preparing the SDP for the region. These could include: Decarbonisation and climate change mitigation, Minerals, Waste, Gypsy and Traveller need and provision, Renewable Energy, Retail, Tourism, Air Quality, etc.

5.36 Whilst there remains some uncertainty on these matters, the governance framework recommended above will ensure that the scope and content of the SDP is evidence based and relevant to the constituent Councils of the Strategic Planning Area who will be engaged throughout the process of plan preparation.

Officer and Financial Resources

5.37 The SDP will require a new way of working by Local Planning Authorities across the region. At present, planning policy in the region is generally undertaken at individual Local Planning Authority level, with a limited degree of collaboration and joint procurement of services at a regional or sub-regional level (undertaken on an informal basis). However, the region already benefits from a strong degree of communication in this field through the South East Wales Strategic Planning Group (SEWSPG).

5.38 The delivery of the SDP will require focus and commitment and significant staff time. There are several ways in which this could be achieved, which need to be considered further. Potential options include:

- a. Informal collaboration with a Lead Authority;
- b. Procure consultancy services to undertake the SDP on behalf of the region;
- c. One or more LPAs prepare the SDP on behalf of the region;
- d. Regional SDP team established with appropriate personnel appointed which could include seconded officers from across the region;
- e. Formal reorganisation of regional strategic planning to cover all planning policy functions including Local Development Plans and associated work.

5.39 The consideration of the various options is set out in the 'Staff Resources' paper at Appendix E. Chief Planning Officers have given this matter some consideration and recommend that option 'd' is the preferred way forward in terms of cost efficiency and ensuring that the project is given sufficient focus and resource to ensure it is delivered in a timely manner.

5.40 Depending on which option is pursued for resourcing the project, and what the plan period, scope and content of the SDP is, will influence the cost of preparing the SDP. It is expected that the overall cost of preparing the SDP, followed by a 'light touch' Local Development Plan (LDP) will be less than the cost of preparing 10 individual LDPs.

5.41 The costs of introducing the SDP will include the following:

- Staff costs (including on-costs);
- Governance costs which include the cost of the SPP (including members and stakeholders) and their running costs;
- A proportion of the time spent by specialist staff who input to the development plan system (e.g. GIS, ecologist, landscape architect, highways engineer, drainage engineer, legal, leisure, education, social services,

press/communications, development management, housing, property/estates and archaeology / heritage);

- Specific consultation bodies (Welsh Government, Natural Resources Wales and Dwr Cymru Welsh Water);
- Gathering an evidence base (this takes into account; sustainability appraisal/strategic environmental assessment, including an assessment of impacts on the use of the Welsh language; habitats regulation assessment; strategic housing market assessment and gypsy and travellers assessment; employment sites and market appraisal; retail assessment; renewable energy assessment; landscape appraisal; recreation and open space assessment; strategic flood consequences assessment; minerals and waste study and transport modelling);
- Examination costs (taking into account the cost of the Planning Inspectorate, Programme Officer, expert evidence and accommodation costs);
- Printing costs, translation costs and cost of adverts; and
- IT consultation database, maintenance and ICT support.

5.42 Analysis of the cost of preparing the SDP with a designated team is attached at Appendix F. This report concludes that the estimated SDP cost for the Cardiff Capital Region will be £3.14m over 5 years. By way of background, the preparation of individual Local Development Plans across the region cost between £1.4m and £2.2m depending on the complexity of local circumstances. It is expected that the cost of preparing future LDP Lites will be significantly reduced as some of the key contentious issues that require significant Examination time and expenditure will have been agreed at the SDP stage where the costs will be shared and significantly reduced by doing so once rather than 10 times.

5.43 The overall cost of the SDP based on a 5-year delivery programme is estimated to be £3,141,101 as follows:

- Initial project set up costs £50,000
- SDP Team Staff costs £1,812,036
- Strategic Planning Panel £26,400 plus existing budget for LPA Members
- Additional costs associated with SPP £34,290
- Additional staff within local authority – existing budget
- Evidence base £795,000
- Examination £283,180
- Printing costs £55,000
- Translation costs £55,195
- Cost of adverts - None
- IT Support - £30,000

5.43 It is recommended that the cost of preparing the SDP is shared across the 10 Local Authorities on a proportional contribution based on the vote weighting for the

Strategic Planning Panel which reflects population size and geographical area¹. This will be reviewed annually. Based on the proportional split of funding recommended the estimated cost would be shared between the constituent Councils as follows:

Local Authority	% Cost Based on SPP Member Votes	Total Cost (£)	Annual Cost (£)
Blaenau Gwent	4.35	136,590	27,318
Bridgend	8.7	273,180	54,636
Caerphilly	13.04	409,456	81,891
Cardiff	21.74	682,636	136,527
Merthyr Tydfil	4.35	136,590	27,318
Monmouthshire	13.04	409,456	81,891
Newport	8.70	273,180	54,636
Rhondda Cynon Taf	13.04	409,456	81,891
Torfaen	4.35	136,590	27,318
Vale of Glamorgan	8.70	273,180	54,636
Total	100.01%	3,140,314	628,062

Table 3: Apportionment of total and annual contributions for SDP preparation

5.44 An initial contribution to cover the start-up costs likely to be incurred in this financial year 2019/20 will need to be made and this will be managed by the Vale of Glamorgan Council as the Responsible Authority. Following confirmation from the Welsh Government Minister for Housing and Local Government the Welsh Government will provide the initial contribution of £50,005 to cover the start-up costs likely to be incurred in this financial year.

5.46 In addition, Local Authorities will need to consider the cost of their own LDP work, which will vary between Authorities depending on the stage they are at.

Provisional Timeline for Preparation of SDP

5.47 To proceed, all 10 Councils must first agree to embark on preparing a Strategic Development Plan for the Cardiff Capital Region. Assuming that this is agreed in the autumn of 2019, a provisional timeline for the preparation of the SDP is set out at Appendix C, which includes: starting work on the evidence base as soon as possible, publishing a Preferred Strategy in 2022, a Deposit Plan in 2023 and Examination then Adoption in 2024/25.

CONCLUSION

5.48 In conclusion the report seeks the council's agreement to commencing the preparation of the SDP.

6. ASSUMPTIONS

6.1 The costs set out in the report are estimated costs, based on the costs of LDP preparation in south east Wales and the timescales for delivery of the SDP are estimates based upon past experience and an understanding of what will be required to prepare a regional plan.

¹ Note the legal provisions in Schedule 2A of the Planning and Compulsory Purchase Act 2004 (as amended by the Planning (Wales) Act 2015) relating to the financial arrangements for Strategic Planning Panels

7. LINKS TO RELEVANT COUNCIL POLICIES

Corporate Plan 2018-2023.

7.1 The Cardiff Capital Region Strategic Development Plan will be a key project that will assist in delivering the 6 Corporate Plan Objectives:

Objective 1 - Improve education opportunities for all

The SDP will provide a regional planning framework to assist in the delivery of the landuse aspects associated with this objective, including:

- Tackling poverty
- Providing economic conditions to encourage economic growth and skills development
- Assist in the delivery of the City Deal Digital Strategy
- Providing the landuse framework to deliver the right schools in the right places

Objective 2 – Enabling employment

A principal element of the SDP will be setting out the regional economic framework to deliver the economic growth aspirations of the City Region. This will provide the environment to deliver all 5 of the Objective Outcomes.

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 SDP will set out the regional framework to deliver the range and quality of housing to meet this objective and its outcomes. It will be responsible for identifying regional population and housing levels and assessing the local housing markets in the region.

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

The SDP will provide the policy framework that will assist the delivery of the South East Wales Metro programme, which seeks to deliver a transformative transport system that increases accessibility throughout the region.

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

The SDP will set out the strategic policy framework that will facilitate the creation of healthier places, providing opportunities to create environments that engender healthy lifestyles, whilst ensuring access to much needed housing and employment opportunities.

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

The SDP will set out the strategic policy framework that will facilitate the support structures and services necessary to support the residents of the county borough. It will also set out requirement as for new homes, job opportunities that will provide employment and homes for the county borough's residents, assisting them to remain independent as well as improving their well-being.

Caerphilly County Borough Local Development Plan Up To 2021

- 7.3 The Caerphilly County Borough Local Development Plan (LDP) was adopted in 2010 and provides the policy framework against which all development proposals are considered. The LDP is the council's statutory land use plan. The SDP will provide the regional policy perspective within which any revision of the LDP will be set, and it is a requirement that any LDP prepared under an Adopted SDP must be in general conformity with it. As such the SDP will have a direct impact and bearing on any future revision of the LDP.

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 The SDP will provide a strategic land use document for the whole Cardiff Capital Region, setting out how and where sustainable development will be delivered. It is a cross-cutting plan that considers issues around housing, employment, transport, infrastructure, community facilities, education facilities, leisure and tourism, heritage and environmental assets. Therefore it will set a framework to deliver all 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 Cardiff Capital Region Strategic Development Plan will be a key project demonstrating the 5 ways of working in action:

- Long-term – the SDP will be all about planning for the future and taking a strategic approach to ensure the Cardiff Capital Region is sustainable and that we understand the future need and demand for sustainable development in the region and how that is best met.
- Prevention – the SDP provides an opportunity to understand the root causes of issues and preventing them by being proactive in our thinking and understanding the need to tackle problems at source for example by undertaking needs assessments to inform our priorities.
- Integration – the preparation of the SDP will be bring together all land use planning issues relevant at a strategic level across the Cardiff Capital Region, involving our partners, residents, visitors, employers and service providers in the formulation of the SDP.
- Collaboration- the SDP will be a key collaboration project for the region enabling the 10 Local Planning Authorities to work together to form a statutory framework for land use planning for the region.
- Involvement – preparation of the SDP will provide numerous opportunities to engage with our stakeholders, residents and customers, including the business community and will ensure that we are listening to a wide range of views to inform the plan and decision making process.

9. EQUALITIES IMPLICATIONS

- 9.1 Strategic Environmental Assessment and Sustainability Appraisal (SEA/SA) will both be required as part of the preparation of the SDP for the region. Furthermore, the SEA/SA will need to conform with all relevant legislation and as such will also need to include Health and Equalities Impact Assessments as part of an holistic Integrated Impact Assessment. These issues will be addressed as part of the preparation of the SDP in an integrated process throughout the preparation period.

10. FINANCIAL IMPLICATIONS

- 10.1 The overall cost of the SDP based on a 5-year delivery programme is estimated to be £3.14m which will be shared on a proportional basis by the constituent Councils. Full details are set out in the report paragraphs 5.37 to 5.46 and at Appendix F.
- 10.2 The Council will not need to contribute towards the initial set up costs this financial year as these will be met by Welsh Government.
- 10.3 Thereafter, Caerphilly County Borough Council's annual contribution towards the SDP preparation will be approximately £82,000 as set out in the report, which will need to be met from Corporate Reserves.

11. PERSONNEL IMPLICATIONS

- 11.1 The SDP project requires the establishment of an SDP Team to deliver it (as set out in paragraphs 5.37 to 5.39). In addition individual Local Planning Authorities may provide staff resources on secondment or project specific work, as required throughout the 5 year programme, albeit this would be on a voluntary basis, the costs of which would be covered by the SDP budget as set out in the report at Appendices E and F.

12. CONSULTATIONS

- 12.1 Two responses were received that raised the following issues:
- i. Assume all budgets quoted have included fees for contributing departments such as infrastructure*
The budgets and costs stated in the report are specifically associated with the Strategic Planning Panel and the proposed permanent planning team responsible for delivering the SDP. These costs do not cover the costs that may be incurred by each local authority in providing their input.
 - ii. Para 5.41 Time by specialist staff – should include drainage engineers and engineering consultants (both internal or external)*
Whilst the term “highway engineer” is meant to encompass all of the engineering sphere, it would make sense to specifically refer to Drainage engineers due to the introduction of SuDS and the SAB.
 - iii. Item 5.43 Additional staff within local authority – existing budget. – Will there be a budget to cover staff costs, as there is no budget for Engineering Project Group staff, or are no additional staff to be appointed? Would the cost of the be within the £1.8m for SDP Team staff costs?*

The report is seeking the council's commitment to commencing the preparation of a SDP for the region. This commitment not only includes the financial contribution from each authority towards the costs of preparing the SDP and setting up the Strategic Planning panel, but also includes a commitment to resource any input the authority would specifically have to the process. It should be noted that the Strategic Planning Team will commission work on a regional basis and this has been factored into costs of preparing the SDP. However each individual local authority may want to input into the process and the commitment would be that each local authority would need to resource this from their own budgets. Consequently the statement here is correct.

- iv. *The paragraph references in Personnel Implications do not seem correct*
The paragraph references in this section are incorrect. Reference should be made to paragraphs 5.37 to 5.39, where the options for the delivery of the SDP are considered and the setting up of the dedicated SDP team is proposed.
- v. *Have any thoughts been given to who the employing authority will be for option 4 (the dedicated SDP Team).*
The Strategic Planning Panel is the body responsible for delivering the SDP and as such it will be responsible for the SDP Team. The SDP Team will need to be set up as early as possible to ensure that the SDP is prepared as quickly as possible. This will mean that the SDP Team will need to be appointed before the SPP is formally set up. As a result recommendation 3.6 of this report recommends that an Interim SPP be set up to cover this period and one of their responsibilities will be to appoint the SDP Team.

13. STATUTORY POWER

- 13.1 The Planning (Wales) Act 2015 contains provisions in Section 4 and Schedule 2A (Part 1) to designate a strategic planning area (SDP area) as well as the mechanism to establish a SPP. The legislation was commenced in October 2015 and provides the opportunity for SDPs to come forward.

Author: Dave Lucas, Team leader Strategic and Development Planning,
lucasdj@caerphilly.gov.uk

Consultees: Cllr E. Stenner – Cabinet Member for Environment & Public Protection/Planning
Cllr Sean Morgan, Cabinet Member for Economy, Infrastructure, Sustainability & Wellbeing of Future Generations Champion (Chair)
Christina Harrhy, Interim Chief Executive
Mark S. Williams, Corporate Director Communities
Dave Street, Corporate Director, Social Services
Richard Edmunds, Corporate Director of Education and Corporate Services
Steve Harris, Interim Head of Business Improvement and Acting Section 151 Officer
Rhian Kyte, Head of Regeneration and Planning
Marcus Lloyd, Head of Infrastructure
Rob Hartshorn - Head of Public Protection, Community and Leisure Services
Mark Williams, Interim Head of Property Services
Clive Campbell - Transportation Engineering Manager

Christopher Adams – Highway Engineering Group Manager
Allan Dallimore, Regeneration Services Manager
Kath Peters, Corporate Policy Manager
Tim Stephens – Development Control Manager
Mike Headington – Green Spaces and Transport Services Manager
Phillip Griffiths – Green Spaces Strategy and Cemeteries Manager
Mike Eedy - Finance Manager
Anwen Cullinane, Senior Policy Officer (Equalities and Welsh Language)
Lynne Donovan, Head of People Services

Background Papers:

Planning (Wales) Act 2015 (Dave Lucas, Team Leader Strategic and Development Planning 01443 866744)

The Strategic Planning (Composition of Panels and Qualifying Expenditure) (Wales) Regulations 2016 (Dave Lucas, Team Leader Strategic and Development Planning 01443 866744)

Appendices:

Appendix A: Proposed Strategic Planning Area Boundary Map

Appendix B: Letter from Lesley Griffiths (then Cabinet Secretary for Energy, Planning and Rural Affairs) to all Leaders and Chief Executives dated 13.12.17

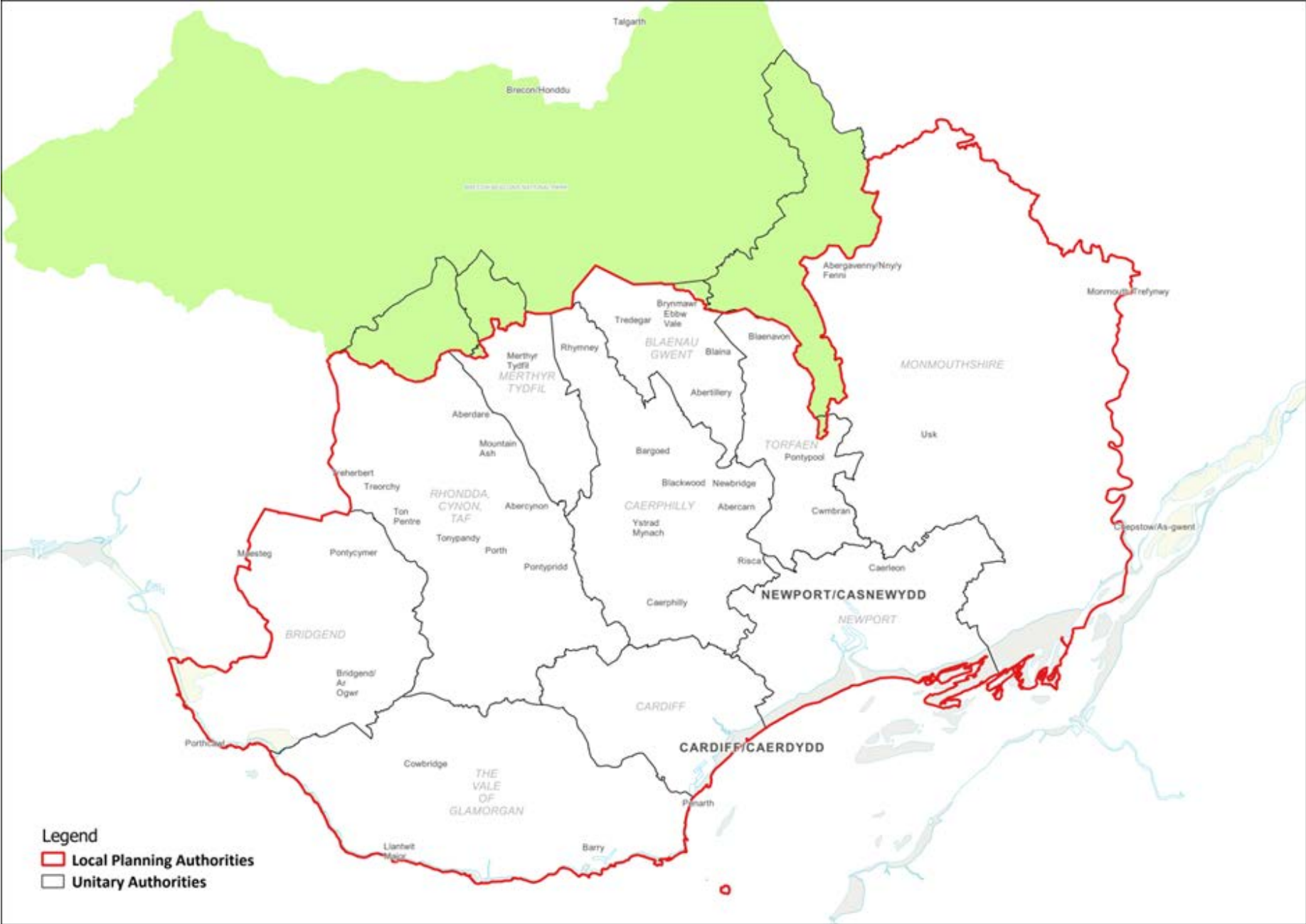
Appendix C: SDP Timeline

Appendix D: Responsible Authority - Options Paper

Appendix E: Staff Resources

Appendix F: Cost Analysis (June 2019)

Appendix A: Strategic Planning Area – Recommended Boundary shown edged red



Lesley Griffiths AC/AM
 Ysgrifennydd y Cabinet dros Ynni, Cynllunio a Materion Gwledig
 Cabinet Secretary for Energy, Planning and Rural Affairs



Llywodraeth Cymru
 Welsh Government

Ein cyf : Our ref : QA1282787

Leader and Chief Executive of the Council

13 December 2017

Dear Colleague,

Invitation to Local Planning Authorities to prepare a Strategic Development Plan (SDP)

The Planning (Wales) Act 2015 included the legislation necessary to produce Strategic Development Plans (SDPs). SDPs allow larger than local issues such as housing, employment and infrastructure which cut across a number of Local Planning Authorities (LPAs) boundaries to be considered in an integrated and comprehensive way.

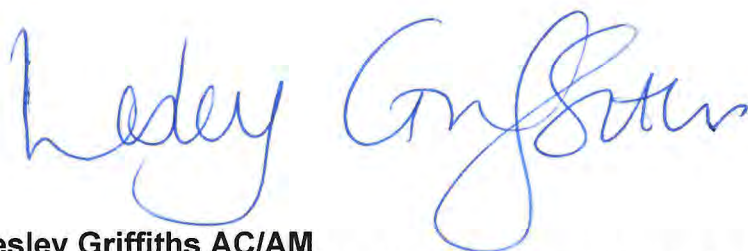
The role of the planning system in delivering excellent outcomes for Wales at national, regional and local levels has never been more prominent. Our new National Strategy: Prosperity for All acknowledges the key role the planning system must play by recognising planning decisions as a critical lever to deliver the central goal of prosperity for all. It notes planning decisions affect every area of a person's life. They determine where homes are built, where services are provided, the quality of the local environment, the promotion of sustainable economic growth and access to open space. The right planning system is critical in delivering the objectives of the strategy – this includes ensuring better LDPs and SDPs are produced in the future.

SDPs have the potential to reduce complexity and repetition currently contained in LDPs and make more effective use of resources. The ability to pool resources, reduce preparation costs, undertake more joint technical work, utilise existing skills and expertise and rationalise issues crossing administrative boundaries should not be lost. SDPs are also necessary to provide a robust framework for the delivery of the land use implications of existing and emerging City Deal and Growth Deal proposals.

My vision for the development plan system is to achieve the most expedient way of maintaining LDP coverage through the production of Joint LDPs, while encouraging and facilitating a strategic approach through SDPs to deal with issues of regional importance. This is not about setting up parallel or competing plans, rather a streamlined suite of plans that complement and integrate as one.

To date, no proposals have been forthcoming. I consider preparing SDPs on a consistent basis for each of the three regions of South East, Mid and West and North Wales will ensure the most efficient use of resources, maintain an effective decision making framework and deliver high quality planning outcomes. **I am therefore inviting proposals for SDPs, based on the 3 regional footprints, to come forward.**

Yours sincerely,



Lesley Griffiths AC/AM

Ysgrifennydd y Cabinet dros Ynni, Cynllunio a Materion Gwledig
Cabinet Secretary for Energy, Planning and Rural Affairs



Ein cyf : Our ref: QA1282787

Arweinydd a Phrif Weithredwr y Cyngor

B Rhagfyr 2017

Annwyl Gyfaill,

Gwahoddiad i Awdurdodau Cynllunio Lleol baratoi Cynllun Datblygu Strategol

Roedd Deddf Cynllunio (Cymru) 2015 yn cynnwys y ddeddfwriaeth angenrheidiol i greu Cynlluniau Datblygu Strategol. Mae'r Cynlluniau yn caniatáu i faterion mwy na materion lleol megis tai, cyflogaeth a seilwaith sy'n cynnwys nifer o ffiniau Awdurdodau Cynllunio Lleol i gael eu hystyried mewn dull integredig a chynhwysfawr.

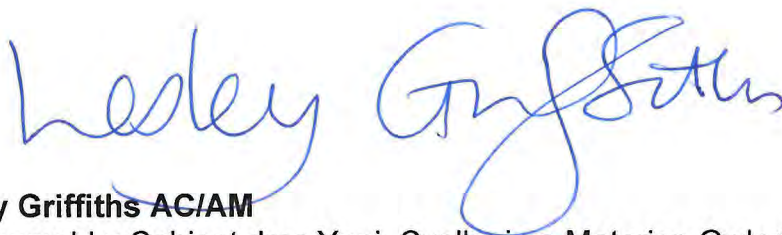
Nid yw swyddogaeth y system gynllunio wrth ddarparu canlyniadau rhagorol i Gymru ar lefelau cenedlaethol, rhanbarthol a lleol erioed wedi bod mor amlwg. Ein Strategaeth Genedlaethol newydd: Mae Ffyniant i Bawb yn cydnabod y swyddogaeth allweddol sydd gan y system gynllunio i gydnabod penderfyniadau cynllunio fel dull hollbwysig o ddarparu'r nod canolog o ffyniant i bawb. Mae'n nodi bod penderfyniadau cynllunio yn cael effaith ar bob agwedd ar fywyd person. Maent yn penderfynu ble y caiff tai ei hadeiladu, ble y darperir gwasanaethau, ansawdd yr amgylchedd lleol, hyrwyddo twf economaidd cynaliadwy a mynediad i fannau agored. Mae'r system gynllunio iawn yn hollbwysig wrth ddarparu amcanion y strategaeth - mae hyn yn cynnwys sicrhau bod Cynlluniau Datblygu Lleol a Chynlluniau Datblygu Strategol yn cael eu datblygu ar gyfer y dyfodol.

Mae gan Gynlluniau Datblygu Strategol y posibilrwydd o leihau y cymhlethdod a'r ail-adrodd sydd o fewn Cynlluniau Datblygu Lleol i wneud defnydd mwy effeithiol o adnoddau. Ni ddylid colli'r gallu i gronni adnoddau, lleihau costau paratoi, cynnal mwy o waith technegol ar y cyd, defnyddio sgiliau ac arbenigedd presennol a rhesymoli materion sy'n mynd ar draws ffiniau gweinyddol. Mae Cynlluniau Datblygu Strategol yn angenrheidiol hefyd er mwyn cynnig fframwaith cadarn ar gyfer darparu goblygiadau defnydd tir cynigion presennol a newydd Bargeinion Dinesig a'r Bargeinion Twf.

Fy ngweledigaeth ar gyfer y system cynllunio datblygiadau yw sicrhau'r dull mwyaf hwylus o gynnal Cynlluniau Datblygu Lleol drwy gynhyrchu Cynlluniau Datblygu ar y Cyd, tra'n annog a hwyluso dulliau strategol drwy'r Cynlluniau Datblygu Strategol i ddelio gyda materion sydd o bwys rhanbarthol. Nid yw hyn yn golygu sefydlu cynlluniau ar y cyd neu gynlluniau sy'n cystadlu, yn hytrach, cyfres syml o gynlluniau sy'n ategu ac yn integreiddio fel un.

Mae pedwar prosiect wedi'u cymeradwyo hyd yma. Rwy'n teimlo y bydd paratoi Cynlluniau Datblygu Strategol yn gyson ar gyfer pob un o'r tri rhanbarth, y De-ddwyrain, y Canolbarth a' Gogledd a'r Gorllewin a Gogledd Cymru yn sicrhau y defnydd mwyaf effeithiol o adnoddau, gan gynnal fframwaith effeithiol ar gyfer gwneud penderfyniadau a sicrhau canlyniadau cynllunio o safon uchel. **Rwyf felly'n gwahodd cynigion ar gyfer Cynlluniau Datblygu Lleol, yn seiliedig ar y 3 model rhanbarthol.**

Yn gywir,

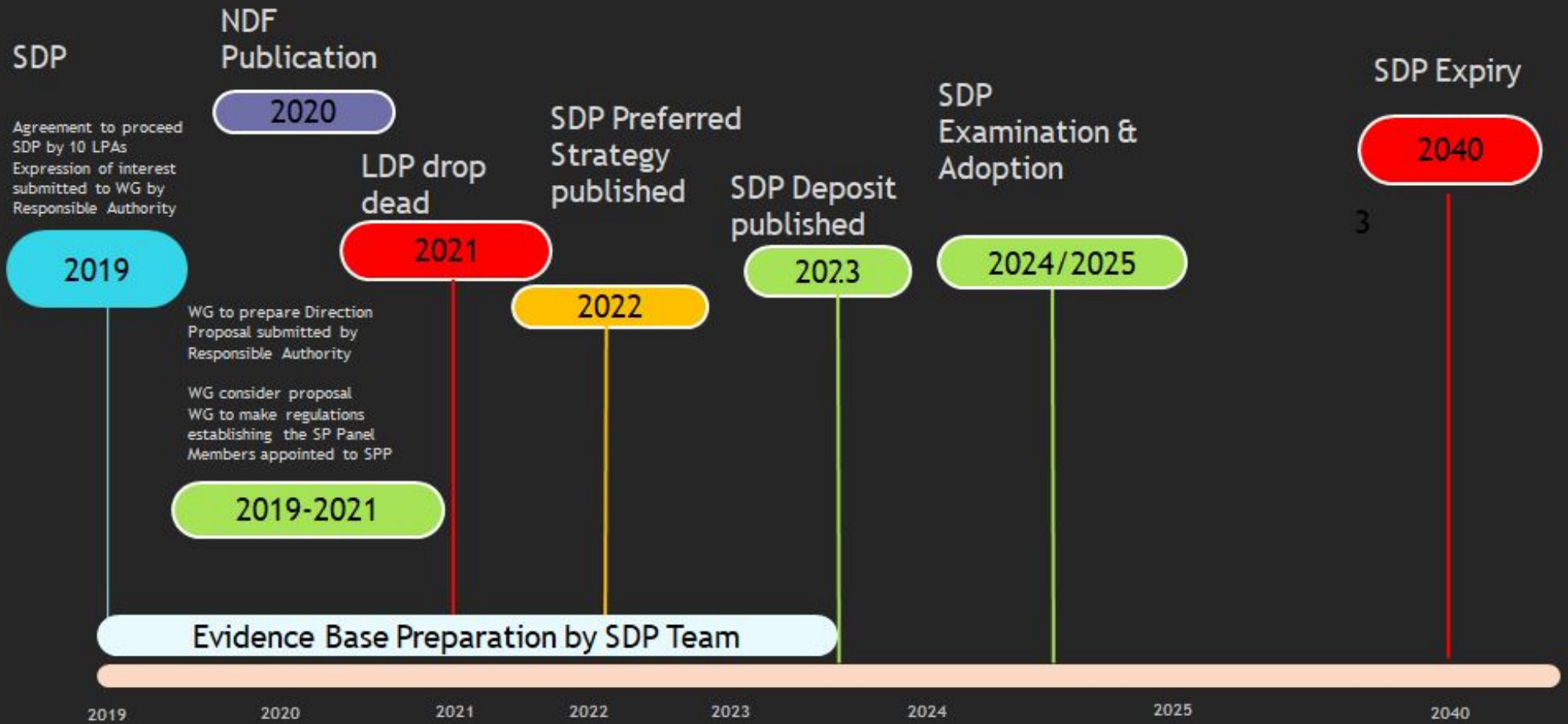


Lesley Griffiths AC/AM

Ysgrifennydd y Cabinet dros Ynni, Cynllunio a Materion Gwledig
Cabinet Secretary for Energy, Planning and Rural Affairs

SDP Roadmap

Page 142



Cardiff Capital Region Strategic Development Plan: Responsible Authority - Options Paper

Introduction

This paper has been prepared to consider who should be nominated as the Responsible Authority for the purpose of the Cardiff City Region Strategic Development Plan (SDP). It considers the issue of a 'responsible authority' for the purpose of section 60E, Part 3, of the Planning (Wales) Act 2015 (the Act). It sets out various options for consideration to inform a recommendation to each Council as part of a wider report seeking authorisation to proceed with an SDP for the region.

The responsible authority's role is primarily a coordinator of information and a formal channel for communication between the collective group of local authorities and the Welsh Government. It is envisaged that the majority of background work, such as the technical work to devise a strategic planning boundary, including consultation, would be done on a collective basis by officers from all 10 Local Authorities. The Responsible Authority would then formally submit the proposal on behalf of the whole region to Welsh Government.

The paper has been prepared in consultation with chief planning officers from the Cardiff Capital Region and forms part of a group of papers to be presented to Members on the SDP proposals.

Who decides who is the Responsible Authority?

The decision on who is identified as the Responsible Authority will need to be agreed by each constituent Council.

What is the Responsible Authority?

The Responsible Authority is a nominated Local Authority within the Strategic Planning Area that acts as the main point of contact for the SDP project. The responsible authority's role is primarily a coordinator of information and a formal channel between the collective group of local authorities and the Welsh Government. The Responsible Authority is essentially a purely administrative role and does not infer any degree of authority for decision making in respect of SDP matters that will be the remit of the Strategic Planning Panel.

Welsh Government officials have advised that the purpose of the Responsibility Authority is that of being the 'host' for the processes necessary to enable the Strategic Planning Panel to function, it is not about plan preparation.

Part 3 of the Planning (Wales) Act 2015 (see Annex i) sets out the 'responsible authority' means the Local Authority given a direction by the Welsh Ministers to submit a proposal for an area to be designated as a strategic planning area under section 60D of the Act. Before issuing such a direction, the Welsh Government will first have been notified by the

'responsible authority' of the proposal to prepare a SDP for the region (see template letter at Annex ii) and therefore one of the first tasks in starting the SDP preparation will be to identify a responsible authority to act as the main point of contact and coordinator for the initial stages.

What will the Responsible Authority do?

The Act sets out the various tasks, following the Direction by the Welsh Ministers, that need to be undertaken by the responsible authority (acting in conjunction with the other authorities) within 6 months of the direction or such time specified in the direction. These tasks are listed below:

- Prepare a proposal for an area to be designated as a strategic planning area which must include: a map showing the boundaries of the strategic planning area, a statement of the reasons for proposing that area, and any other information specified by the Welsh Ministers in the direction.
- Consult all other local planning authorities within all or part of the area covered in the proposed strategic planning area, and any other persons specified in the direction.
- Prepare a report about the consultation.
- Submit to the Welsh Ministers the proposal and the report about the consultation carried out.

Once the above has been undertaken, the Minister will make regulations to establish the strategic planning area and establish a strategic planning panel for that area. The Responsible Authority will continue to act as the point of contact and administrator for that process. That Council's legal / finance procedures will be used where applicable during the SDP process.

Identification of Responsible Authority

The decision on who is identified as the Responsible Authority will need to be agreed by each Council. To inform this decision, Chief Planning Officers from across the region have considered the options available based on a willingness and capability to take on the Responsible Authority Role.

Of the 10 Local Planning Authorities in the Cardiff Capital Region, 7 authorities have Local Development Plans (LDPs) that expire in 2021 and as such the majority are working on LDP reviews and replacement LDPs. In this respect, their ability to focus resources within their Strategic Planning Teams towards the SDP is more limited and it would appear logical at this stage that the Responsible Authority is one of those Planning Authorities not working on a new LDP. Furthermore, other Local Authorities in the region who are not actively undertaking LDP work have directed resources away from their Strategic Planning teams and towards Development Management where work pressures are constantly high and this

may pose resource issues for some authorities and their ability to volunteer to be the Responsible Authority.

Consideration has also been given to the joint working arrangements of the Cardiff Capital Region City Deal. The Leader and Managing Director of the Vale of Glamorgan Council are the 'Planning' Representatives on Cardiff Capital Region City Deal. The Vale of Glamorgan is the 'host authority' for the Shared Regulatory Services sub-regional service and therefore has some previous experience of hosting regional working. Having adopted the Vale of Glamorgan LDP in 2017 the Council does have available resource within the Strategic Planning team to undertake the administrative work required by the Responsible Authority during the early stages of the SDP preparation.

The Vale of Glamorgan Council has been acting as the Interim Responsible Authority for the SDP, being the main point of contact and coordinator on the SDP project in the short term. For the same reasons, it is recommended that the Vale of Glamorgan Council are identified as the 'Responsible Authority' for the SDP going forward.

Annex i

Part 3 of the Planning (Wales) Act 2015

60D Power to designate strategic planning area and establish strategic planning panel

- (1) The Welsh Ministers may by regulations—
- (a) designate an area in Wales as a strategic planning area for the purposes of this Part, and
 - (b) establish a strategic planning panel for that area.
- (2) A strategic planning area must comprise—
- (a) all of the area of one local planning authority, and
 - (b) all or part of the area of at least one other local planning authority.
- (3) The Welsh Ministers must not make regulations under this section unless—
- (a) they have given a direction under section 60E(1) to a local planning authority all or part of whose area is included in the strategic planning area to be designated by the regulations,
 - (b) either—
 - (i) a proposal for an area to be designated has been submitted in accordance with section 60E(6), or
 - (ii) the period for complying with section 60E(6) has ended without a proposal being submitted, and
 - (c) they have carried out any consultation required by section 60F(1).
- (4) Paragraphs (a) and (b) of subsection (3) do not apply in relation to regulations that revoke or amend previous regulations under this section.
- (5) Schedule 2A contains provisions about strategic planning panels.

60E Preparation and submission of proposal for strategic planning area

- (1) The Welsh Ministers may direct one or more local planning authorities to submit a proposal for an area to be designated as a strategic planning area under section 60D.
- (2) If the Welsh Ministers give a direction under subsection (1), they must state their reasons for doing so.
- (3) In this section, the “responsible authority” means—
- (a) where a direction under subsection (1) is given to a single local planning authority, that authority;
 - (b) where a direction under subsection (1) is given to two or more local planning authorities, those authorities acting jointly.
- (4) The responsible authority must prepare a proposal for an area to be designated as a strategic planning area.
- (5) Before submitting the proposal to the Welsh Ministers, the responsible authority must consult—

- (a) each local planning authority, other than one to which the direction under subsection (1) was given, for an area all or part of which is included in the proposed strategic planning area, and
 - (b) any other persons specified in, or of a description specified in, the direction.
- (6) The responsible authority must submit to the Welsh Ministers—
 - (a) the proposal, and
 - (b) a report about the consultation carried out under subsection (5).
- (7) A proposal submitted under subsection (6)(a) must include—
 - (a) a map showing the boundaries of the area which the responsible authority propose should be designated as a strategic planning area,
 - (b) a statement of the reasons for proposing that area, and
 - (c) any other information specified by the Welsh Ministers in the direction given under subsection (1).
- (8) The responsible authority must comply with subsection (6)—
 - (a) before the end of any period specified in the direction;
 - (b) if no period is specified in the direction, before the end of six months beginning with the day on which the direction is given.
- (9) The Welsh Ministers may agree to extend the period for complying with subsection (6) in a particular case.
- (10) The responsible authority must comply with any requirements set out in the direction as to—
 - (a) how the consultation required by subsection (5) must be carried out;
 - (b) the form and content of the report about the consultation;
 - (c) how the proposal and the report must be submitted under subsection (6).
- (11) Subsection (12) applies if the Welsh Ministers, having given a direction under subsection (1), decide not to designate a strategic planning area.
- (12) The Welsh Ministers must give notice of their decision and the reasons for it—
 - (a) to the responsible authority, and
 - (b) if a proposal has been submitted under subsection (6), to each authority within subsection (5)(a).

Annex ii – Template Letter to Minister

*******DRAFT (Requires Full Council Approval)*******

Julie James AM
Minister for Housing and Local Government
National Assembly for Wales
Cardiff Bay
Cardiff
CF99 1NA

Dear Julie James AM,

Re: Strategic Development Plan for Cardiff Capital Region

I write to you on behalf of the Cardiff Capital Region as the Responsible Authority for the purpose of Section 60E, Part 3 of the Planning (Wales) Act 2015 (the Act).

I am pleased to advise you that the 10 Councils in South East Wales have formally resolved to prepare a Strategic Development Plan (SDP) for the Cardiff Capital Region, covering the following Local Planning Authority areas:

- Blaenau Gwent
- Bridgend
- Caerphilly
- Cardiff
- Merthyr Tydfil
- Monmouthshire
- Newport
- Rhondda Cynon Taf
- Torfaen
- Vale of Glamorgan

In response to this letter I would be grateful if you could use your powers under the Act to issue a Direction to submit a proposal for the area to be designated as a strategic planning area under section 60D of the Act. Once the Direction is received we will prepare and consult on the proposal for the strategic planning area to enable you to thereafter prepare regulations to designate the area as a strategic planning area and establish a strategic planning panel for the area.

I look forward to hearing from you and working together to prepare a Strategic Development Plan for the Cardiff Capital Region.

Yours sincerely,

On behalf of the Responsible Authority

Cardiff Capital Region Strategic Development Plan Paper: Staff Resources

This report has been prepared to consider how the Cardiff City Region could respond to the regional working agenda in respect of strategic planning services to facilitate the preparation of a Strategic Development Plan (SDP). It sets out various options about how the project could be resourced with staff and recommends a preferred option.

The report has been prepared in consultation with chief planning officers from the Cardiff Capital Region and has been agreed by them.

Background

At present, planning policy in the region is generally undertaken at individual Local Planning Authority level, with a limited degree of collaboration and joint procurement of services at a regional or sub-regional level (undertaken on an informal footing). However, the region benefits from a strong degree of communication in this field through the South East Wales Strategic Planning Group (SEWSPG).

Whilst Local Government Reform has been dismissed in the short term, Welsh Government have made it clear they want to see more collaborative working between Local Authorities and Planning Policy has previously been identified as an area which should be mandated to operate on a regional or sub-regional basis. Welsh Government has the regulatory power to require LPAs to undertake an SDP, Joint LDP or LDP if appropriate.

The previous Minister had invited the preparation of Joint LDPs in the region, which has been rejected by Local Authorities in the region to date for numerous reasons. The preparation of an SDP provides the opportunity for the region to come together at a strategic level to plan for sustainable development in the Cardiff Capital Region. Following this, local authorities may choose to prepare joint LDP 'lite' documents that accord with the SDP strategy.

Matters and Issues

In the Cardiff Capital Region there are 10 Local Planning Authorities with varying status in terms of their development plan status. The following provides a list of Local Development Plan (LDP) Status across region in order of plan expiration / review:

Blaenau Gwent - adopted on 22nd November 2012, Expires 2021; Undertaking plan review.

Bridgend - adopted 18th September 2013, Expires 2021; Undertaking plan review.

Caerphilly - adopted 23rd November 2010, Expires 2021.

Merthyr Tydfil - adopted 25th May 2011, Expires 2021; Undertaking plan review.

Monmouthshire - adopted 27th February 2014, Expires 2021; Undertaking plan review.

Rhondda Cynon Taf - adopted 2nd March 2011, Expires 2021.

Torfaen - adopted 3rd December 2013, Expires 2021; Undertaking plan review.

Cardiff – adopted 28th January 2016, Expires 2026.

Newport – adopted 27th January 2015, Expires 2026.

Vale of Glamorgan – adopted 28th June 2017, Expires 2026.

The availability of staff resources within each Local Planning Authority will depend on the capacity of the team and the level of work being undertaken on other projects outside the SDP such as LDP review, preparation of SPGs, policy support to corporate projects and development management. The table below provides a summary of available resource in planning policy teams in the region at May 2019.

	Core Policy Team	Other	Current Work programme and ability to resource SDP
Blaenau Gwent	1 x Team Manager 1 x Team Leader 1 x Planning Assistant Total - 3 FTE	Service Manager has Policy, DM and Building Control within remit. Central admin support. Minerals provided by Carmarthenshire	Policy team currently working on LDP Review.
Bridgend	1 x Team Manager 1 x Team Leader 2 x Senior Officer (one currently vacant) 2 x Planning assistant (1 FT, 2 PT) Total – 6 FTE	Strategic Transportation function now within wider planning function	Policy team currently working on LDP Review. Currently undergoing re-structure following merger with Strategic Transportation Function Depending on workloads could contribute ad hoc to regional work.
Caerphilly	1 x Team Leaders 2 x Principal Officers 1 x Planning Officer 1 x Assistant Planner Total FTE - 5		
Cardiff	3.5 x Policy Planners Plus 3 FTE Officers within Team currently providing	7 Place-making Team Planners covering Design, Master-planning, Projects,	

	Core Policy Team	Other	Current Work programme and ability to resource SDP
	flexible support as Non-Strategic DM Case Officers Total – 6.5 FTE	Infrastructure, viability, CIL, S106, Heritage & Conservation. Head of Planning, Operational Manager of Strategic DM & Place-making & Operational Manager for Non-Strategic DM.	
Merthyr Tydfil	1x Team leader 2.5 x Policy officers Total – 3.5 FTE	No admin support. Minerals service provided by Carmarthen.	Policy team currently working on 1 st Replacement LDP. Examination June / July 2019. Adoption anticipated Jan 2020. There will be some capacity to assist with SDP work post adoption.
Monmouthshire	1 x Planning Policy Manager 1 x Principal Officer 1.8 x Senior Officer 1 x Research Officer Total – 4.8 FTE	Head of Planning Service (including Development Management, Housing function and BC)	Policy team currently working on LDP Review, alongside current LDP monitoring for AMR and 4x SPG in progress for current LDP. No surplus capacity to assist with SDP, but if colleagues wish to apply for SDP roles and are successful, they would be supported and their posts would be backfilled.
Newport	1 x Planning Policy Manager 1.8 x Senior Policy Officer Total – 2.8 FTE	Planning Systems Officer (pooled resource with DM/BC/Policy)	Newport LDP adopted 2015. Currently working on SPG, plan monitoring and planning consultancy work for DM and internal Council projects. Have some capacity to

	Core Policy Team	Other	Current Work programme and ability to resource SDP
			assist with specific projects and evidence base.
Rhondda Cynon Taf	1 X Planning Manager (vacant) 1 X Team Leader 2 X Senior Planners 1 X Planner 1 X Planning Assistant (vacant) Total – 6 FTE		This team would primarily be required to prepare any future LDP for Rhondda Cynon Taf. Could offer interaction and sharing of information with the Regional SDP team.
Torfaen	2 x Principal Policy Officers (Joint Team Leaders) 2 x Senior Policy Planners Total – 4 FTE	DM support provided by Central Admin Unit (not dedicated) Forward Planning and Building Regulations teams report directly to Head of Planning and Development who reports directly to Chief Officer Neighbourhoods, Planning & Public Protection	Policy team currently working on LDP Review.
Vale of Glamorgan	1 x team leader 3 x senior planner (1 on secondment at Merthyr) 1 x Assistant planner Total – 5 FTE	1 x Head of Service (Planning & Regeneration), 1 x Operational Manager (Planning & Building Control) Admin support from DM Support Services team as required Minerals provided by Carmarthenshire	VOG LDP adopted 2017. Currently working on SPG, plan monitoring and planning consultancy work for internal Council projects (Housing, Estates etc.) Have capacity available to undertake SDP Responsible Authority role in 2019/20 and 2020/21 before SDP Team set up. Have capacity to assist with specific projects and evidence base work to assist SDP Team.

Options for Delivering SDP

The delivery of the SDP requires focus and commitment and significant staff time. There are several ways in which this could be achieved, which are considered further below.

Option 1 – Informal collaboration with a Lead Authority

Keep existing structures across 10 Local Planning Authorities in the region, identify a ‘Lead Authority’ and divide the workload across existing staff, delegating tasks on an informal collaborative basis reporting to lead authority.

Pros	Cons
<ul style="list-style-type: none">• Could start immediately• No need for structural re-organisation• Allows flexibility to respond to peaks / troughs in workload	<ul style="list-style-type: none">• Other work distracting from SDP preparation• Reliance on other LPAs to find resource to help out• Participants likely to retain own ‘LA’ bias• Lack of autonomy of ‘Lead Authority’• Would still require Lead Officer role to be appointed

Option 2 – Procure Consultancy Services

Keep existing structures across 10 Local Planning Authorities in the region, procure consultants to undertake all SDP preparation reporting back to LPAs. Would most likely need a ‘Lead Authority’ to act as commissioning authority and contact.

Pros	Cons
<ul style="list-style-type: none">• Impartiality• No need for structural re-organisation	<ul style="list-style-type: none">• Cost – likely to be more expensive to but in services• Lack local knowledge / experience• Reliance on LPA officers to check work and steer consultant input• Lack of ‘buy-in’ on a long-term basis• Delays in set-up / procurement which would still require LPA support• Less experience with Member liaison and issues of trust

Option 3 – One or more LPAs prepare the SDP on behalf of the Region

One or more existing LPA undertake the preparation of the SDP on behalf of the region, using existing resources and recruiting new staff as necessary which could include secondment from other authorities. The body would be responsible for preparation and delivery of the SDP, and potentially SDP review and SDP monitoring. Would require remuneration from other LPAs not participating directly.

Pros	Cons
<ul style="list-style-type: none"> • No need for structural re-organisation • Cost 	<ul style="list-style-type: none"> • Lack of resources within existing LPAs to do this • Other work distracting from SDP prep • Participants likely to retain own 'LA' bias • Lack of autonomy of the Authority • Would still require Lead Officer role to be appointed and other staff

Option 4 – Regional SDP team established

Set up a regional SDP team to prepare the SDP who would be responsible for preparation and delivery of the SDP, and potentially SDP review and SDP monitoring.

Pros	Cons
<ul style="list-style-type: none"> • Allows true regional approach to SDP – not local parochialism • Provides focus on SDP in isolation from other work • Would draw together the best people for the job • Provides a framework for collaboration at a regional level on land use planning matters • Could be used on a commercial basis to provide expertise / services for strategic planning outside the region 	<ul style="list-style-type: none"> • Needs set up cost / time • Liaison / involvement from LPA officers will still be required and resourced

Option 5 – Regional Strategic Planning Re-structure / Merger

A formal restructure incorporating the strategic planning policy function of all 10 Local Planning Authorities in the region into one Regional Strategic Planning Policy Service. This service would be responsible for the delivery of all matters relating to Development Plan preparation, adoption and monitoring across the whole region. It would be a single

organisation with shared terms & conditions and a joint responsibility for delivering this service across the whole region. The body would be responsible for preparation and delivery of the SDP, Joint or single LDP lites, SDP/LDP review, evidence gathering, and Plan monitoring.

Pros	Cons
<ul style="list-style-type: none"> • Allows true regional approach to SDP – not local parochialism 	<ul style="list-style-type: none"> • Needs set up cost / time • Operationally impractical given current LDP reviews underway • Employee terms and conditions and trade union impacts • Would still require separation of workload / functions to divide out SDP and LDP work

Preferred Option

Having regard to the benefits and disadvantages of the ways of working set out above, the preferred option is considered to be Option 4 – Regional SDP team established.

In addition to the core team, there is likely to be specific projects that could be undertaken either by consultants or by officers with relevant expertise within the region who could be seconded or tasked to deliver a specific project (e.g. population projections). Secondment from existing local authority teams could result in LPA’s having difficulty in progressing their own LDPs to meet Delivery Agreement timeframes. Any secondments will need to be programmed to ensure that the ability of the affected authorities to deliver their plans, in accordance with their delivery agreements, is not prejudiced.

Cardiff Capital Region Strategic Development Plan – Cost Analysis (June 2019)

Introduction

1. This paper has been prepared to support the report seeking authorisation to proceed with the Strategic Development Plan (SDP) for the Cardiff Capital Region. It sets out the likely cost of preparing the SDP on this scale using best available evidence at this time. Evidence includes the Welsh Government’s Regulatory Impact Assessment Methodology for the Planning (Wales) Bill alongside actual costs for Local Development Plan preparation in the region over recent years and planned spend on current LDP preparation. The WG’s cost estimate for the SDP was circa £3.5m however this was a total cost and included costs such as LPA Members, LPA consultees and press notices which are not included below as explained in the report where appropriate. This report concludes that the estimated cost of preparing the SDP for the Cardiff Capital Region will be circa £3.14m over 5 years.
2. The cost associated with preparing the SDP will need to be met by the constituent Local Authorities, albeit Welsh Government have indicated a willingness to support this collaboration project with some financial contribution which has yet to be agreed.
3. The Strategic Planning (Composition of Panels and Qualifying Expenditure) (Wales) Regulations 2016 set out the expenditure of a panel that is “qualifying expenditure” to be met by the constituent local planning authorities and includes: staff costs; remuneration of nominated and co-opted members of the panel; costs associated with the hire / occupation of premises; consultancy and technical fees; equipment costs and other costs associated with enabling a panel to undertake its functions under Part 6 of the 2004 Act.

Initial project set up costs

4. To date a significant amount of officer time has been dedicated to this process on a collaborative basis with input from officers across the region. If all Councils agree to proceed with the SDP, this will increase further in the short term before the SDP Team and Panel are established. Therefore, it is considered necessary to establish an initial budget to cover officer time involved in this project which varies between constituent authorities but is of benefit to the region as a whole and thus should be covered by the region.
5. Initial tasks will include:
 - Preparation and formal submission of SDP Proposal to the Minister including justification for the Strategic Planning Area (60E of the Planning Act)
 - Liaison with WG on SDP draft regulations and guidance
 - Support to constituent LPAs on SDP matters such as attendance at Member and Officer briefings
 - Recruitment of SDP Team
 - Procuring appropriate office and meeting accommodation for SDP Team and Strategic Planning Panel (SPP) as appropriate

APPENDIX F – SDP Cost Analysis

6. There are potential costs associated with these tasks such as staff time (with on costs), travel expenses, legal advice and other technical support as required.
7. It is considered that £50,000 will be adequate to cover staff costs for this initial work, whilst any underspend can be carried forward to the main project. It is proposed in the main report that each constituent LA contribute their share towards this cost to the Responsible Authority following agreement by all Councils to proceed with the SDP. The Responsible Authority will administer the fund in the first instance and enable other Local Planning Authorities (LPAs) to charge their costs to the SDP project as appropriate.
8. The proportional split of funding recommended in the main report is shown in the list below, and attributes this initial project set up cost as follows:

Local Authority	% cost based on SSP votes	£
Blaenau Gwent	4.35	2,175
Bridgend	8.7	4,350
Caerphilly	13.04	6,520
Cardiff	21.74	10,870
Merthyr Tydfil	4.35	2,175
Monmouthshire	13.04	6,520
Newport	8.7	4,350
Rhondda Cynon Taff	13.04	6,520
Torfaen	4.35	2,175
Vale of Glamorgan	8.7	4,350
Total	100.01	50,005

SDP Team Staff costs

9. The delivery of the SDP will require focus and commitment and significant staff time. It is therefore considered that the best method for delivery would be to establish a dedicated regional SDP team to undertake the project (see Resources paper at Appendix E for justification of this approach).
10. It is essential that the lead officer for the SDP Team is a person with a detailed knowledge of planning policy with proven experience of delivering a complex major project like the SDP. They will need to have a range of skills and personal attributes to enable them to deliver the project on time and within budget. The job will involve collaboration with 10 Local Authorities, including building relationships and trust with Members and Chief Officers across the region and supporting the Strategic Planning Panel. The position and salary therefore needs to be competitive to attract the very best person for the job and to reflect the seniority and responsibility that the role has for delivering strategic planning in the region. It is therefore recommended that the job is a Head of Service level equivalent to the Head of Service roles within the City Deal Office Leadership Team and the proposed salary below reflects this.

APPENDIX F – SDP Cost Analysis

11. Similarly, the Policy Officers appointed to the SDP team need to be experienced officers with detailed knowledge of planning policy and proven experience of working on a complex major project like the SDP. To deliver the SDP, the team will have to understand and resolve a wide range of land-use planning issues that will vary significantly across the Cardiff Capital Region. Their work will inform plan-making in the region for the future and it must therefore be of the highest quality. In order to attract the very best people for the job, it is considered appropriate that the salaries reflect the more complex nature of the work at a strategic / regional level and are higher than the nearest equivalent role within Local Planning Authorities. The proposed salaries below reflect this.
12. It should be emphasised that these are indicative salaries at this stage for the purpose of estimating a cost for the preparation of the SDP. They would need to be scrutinized through a job evaluation process in due course once job description and person specifications have been devised.
13. Given the scope and nature of the project it is considered the following team structure would be appropriate:
 - Head of SDP Team – up to £69,318
 - Policy Officers x 4 – up to £41,675
 - Technical support x 1 up to £32,878
14. The WG regulatory assessment assumed 60% on-costs which are 4% higher than those of a LPA due to estimated higher accommodation costs and were taken from a Welsh Government funded body. These are considered to be robust assumptions for this report¹.
15. Initially, it is thought that only the Lead Officer plus 2 in support would be required to start the project and set out the work programme for the delivery of the SDP, with the team growing to full strength once the plan preparation is underway. Therefore, the staff costs for the 5 year delivery programme are set out in Table 1 assuming mid-point salary range and 60% on-costs.

Table 1: SDP Team Staff Costs (including on-costs)

	Year 1	Year 2	Year 3	Year 4	Year 5
Head of SDP £100,958 (£63,099 + £37,859)	£100,958	£100,958	£100,958	£100,958	£100,958
Policy Officer £64,390 (£40,244 + £24,146)	£64,390	£64,390	£64,390	£64,390	£64,390
Policy Officer £64,390 (£40,244 + £24,146)	£64,390	£64,390	£64,390	£64,390	£64,390
Policy Officer £64,390 (£40,244 + £24,146)	£0	£32,195 (6 months)	£64,390	£64,390	£64,390
Policy Officer £64,390 (£40,244 + £24,146)	£0	£32,195 (6 months)	£64,390	£64,390	£64,390
Technical £50,011	-	£50,011	£50,011	£50,011	£50,011

¹ Note that Vale of Glamorgan Policy Team on-costs are currently approximately 40%.

APPENDIX F – SDP Cost Analysis

(£31,257 + £18,754)					
Annual Total	£229,738	£344,139	£408,529	£408,529	£408,529
Overall Total					£1,799,464

16. Total staff costs including on costs for the 5 year SDP Preparation are therefore estimated at £1,799,464. This is slightly higher than the estimate used by WG of £1,739,350, who assumed lower salaries but a larger team of 7 with a hierarchy of Principal, Senior and Planning Officers. The Planning Policy Lead Officers in the region have considered this matter in light of their own management experience in delivering LDPs and consider the proposed team structure above to be more appropriate for the SDP project.
17. In their analysis WG estimated ‘start up costs’ for an SDP team of £12,572 for desks, storage, IT, phones, and printing equipment, which appears reasonable. Therefore, a total staff cost of £1,812,036 is considered a reasonable estimate for the 5 year project.
18. Once the SDP is adopted, it is considered that the SDP Team will continue to have a significant role to play in spatial planning in the region, including: monitoring and review of the SDP, involvement and support for LDPs / LDP Lite, regional evidence base review and close working arrangements with the Regional Transport Authority. Furthermore, given their skills and experience they will be able to offer services (commercially) to other regions in Wales and beyond embarking on regional spatial planning. Therefore, it is recommended that the SDP Team is established on a permanent basis with a predicted annual cost of approximately £408,529 although this has not been included in the cost appraisal for the initial preparation and adoption of the SDP.
19. In addition to the core team, there is likely to be specific projects that could be undertaken either by consultants or by officers with relevant expertise within the region who could be seconded or tasked to deliver a specific project (e.g. population projections). These costs are included in the ‘Evidence Base’ section. Secondment from existing local authority teams could result in LPA’s having difficulty in progressing their own LDPs to meet Delivery Agreement timeframes. Any secondments will need to be programmed to ensure that the ability of the affected authorities to deliver their plans, in accordance with their delivery agreements, is not prejudiced.

Strategic Planning Panel

20. The Panel will comprise of two thirds locally elected members and one third from social, economic and environmental partners. It is estimated that the Panel will comprise of up to 23 local elected members (see paragraphs 2.13-2.16 of main report) and up to 11 nominated members for the South East Wales area.
21. It is estimated that the Strategic Planning Panel will be required to meet on a quarterly basis for half a day. Therefore it is estimated that 20 meetings, which is equal to 10 full days over the five year plan period will be required.

APPENDIX F – SDP Cost Analysis

22. When preparing the SDP, it is anticipated that all Members of the strategic planning panel will sit on sub committees. It is anticipated that 4 sub committees would be formed to consider the main strategic issues of population, housing, transport and infrastructure. It is assumed that 9 members of the strategic planning panel will sit on each sub group (consisting of two thirds members and one third stakeholders). Each sub committee would meet for a full day, four times a year, over a three year period, therefore 12 days per sub group. This equates to 12 days x 4 subgroups = 48 days for 9 members.
23. In addition, it is expected that the SDP Lead Officer will meet individually (or jointly as appropriate) with Members of constituent authorities during the preparation of the SDP to discuss Strategic issues and their impact within the Local Authority area.
24. The Regulations prescribe that the costs of remuneration of a constituent local planning authority member of a panel is not “qualifying expenditure”. This will require time and commitment from Councillors but it is expected that this involvement is covered by existing budgets and no additional budget will be expected to cover these costs.
25. The Regulations do include remuneration for nominated and co-opted members of the panel as qualifying expenditure to be met by the constituent local planning authorities. It is expected there will be up to 11 such Members of the panel², attending an estimated 20 meetings of the Panel and a further 12 days for sub-committee meetings. Based on a total 32 days throughout the process Remuneration is expected to be £26,400 in total for the 10 nominated Members of the Panel³.

Additional costs associated with the Panel

26. The undertaking of the SPP’s role and function is likely to incur additional costs in relation to expenses, room hire etc. WG estimated that this would cost the SPP £34,290 over the five year plan preparation period which appears reasonable.

Additional staff within local authority

27. WG’s regulatory impact assessment assumed the time spent by LPAs on the SDP and light touch LDP would be the same as for inputting on the LDP in the basis there would be no increase in their work load, but a redistribution of their time between the SDP and light touch LDP. It was estimated they would spend two thirds of their time inputting to the SDP and one third on the light touch LDP.
28. However, in practice this will not be the case for the first SDP, which will be prepared at a time when at least 5 LPAs in the region are working on LDPs, hence the need to establish a separate team responsible for delivering the SDP (as set out above). With this in mind, there will only be limited involvement of those constituent LPA officers which does not amount to an increase in

² Note this is a ‘maximum scenario’ that assumed 23 SPP voting LA Members being 2/3 of the panel and 11 co-opted Members being 1/3 of the panel

³ Remuneration is equivalent to that paid to appointed persons at National Park Authorities of £3625 per annum equating to a daily rate of £75 / day.

APPENDIX F – SDP Cost Analysis

cost to individual LPAs. There will inevitably be cost-savings arising from shared evidence base and the SDP evidence base being useful to LDPs in preparation but it is difficult to quantify this at this stage given the varying stages of LDP preparation across the region.

29. In addition, there will be some involvement from other consultees within Local Authorities such as Highways, Ecology, Landscapes, Education, Housing, Parks, Drainage, Environmental Health etc. However, given the strategic level of the document, their input will be less detailed than at LDP stage (where site allocations will be made) and should be covered within existing budgets. Therefore, no additional cost has been attributed here.

Evidence base

30. WG estimated that on average the cost of gathering the LDP evidence base for a single authority would be between £195,000 and £265,000. This varies from area to area depending on the prevalent land use issues and depending on capacity and capability within LPA teams and the use of consultants to undertake projects. The approximate cost of evidence base work within the region for previous LDPs is shown below:

- Blaenau Gwent - £127,000
- Bridgend - £250,000
- Caerphilly - £200,000
- Cardiff - £418,000
- Merthyr Tydfil - £106,000
- Monmouthshire - £489,000
- Newport - £210,000
- Rhondda Cynon Taff - £300,000
- Torfaen - £200,000
- Vale of Glamorgan – £168,000

31. The above indicates an average cost in the region of £247,000. The scope of the studies required for the SDP will be similar to those prepared for an LDP however the SDP will consider broad principles and scale of provision, whilst the detail, such as site identification will be reflected in LDPs. These studies include:

- Sustainability Appraisal and Strategic Environmental Assessment
- Habitats Regulations Assessment
- Equalities Impact Assessment
- Health Impact Assessment
- Local Housing Market Assessment
- Population and Household Projections
- Gypsy and Traveler Accommodation Assessment
- Affordable housing viability
- Employment sites and market appraisal
- Retail assessment
- Renewable Energy
- Landscape

APPENDIX F – SDP Cost Analysis

- Recreation/ open space / green infrastructure
- Flooding – Strategic Flood Consequences Assessment
- Minerals
- Waste
- Transport

32. For an area such as South East Wales WG estimated that the evidence base could cost approximately three times the cost of preparing an individual LDP's evidence base i.e. £795,000 based on WG's upper estimate, which is considered to be a reasonable assumption.

Examination

33. WG's estimated cost of a SDP examination for South East Wales was £283,180 taking into account the cost of two Inspectors and programme officer, accommodation costs and expert evidence. This is considered reasonable having regard to examination costs experienced for individual LDPs⁴.

Printing costs

34. WG estimated that the printing costs for a SDP are approximately £55,000. In practice, it is questionable whether it will be necessary or appropriate to print the SDP and associated consultation documents in paper form as most authorities only have electronic versions of their LDP available now. However, the cost has been included in the overall assumptions to ensure the overall cost assumptions are realistic and robust.

Translation costs

35. WG estimated translation costs to be £1,660 based on £83 per 1000 words for a 20,000 word document. These costs are still relevant today (VOG costs £80 per 1000 words). WG estimated that the SDP would be approximately 50% of the size of an average LDP (40,000 words at that time) and noted as a comparison, in Scotland, the adopted TAY Plan (10,300 words) SES Plan (17,000 words). However, more recent analysis of LDPs suggests the average length is closer to 80,000 and therefore, a more accurate cost assumption based on it being half the length of an LDP is £3,320.

36. WG did not include any cost estimate for translation of all the supporting information, letters and documents associated with preparing an SDP, however, this is a cost that will be incurred. Whilst it is difficult to judge at this stage without knowing the word count of the examination and supporting documents, based on similar LDP documents, a reasonable assumption would be 625,000 words costing £51,875.

Cost of adverts

⁴ Examination costs for LDPs: Cardiff £300,000; Vale of Glamorgan £155,000; Blaenau Gwent £75,000; Bridgend £80,000; Caerphilly £147,000.

APPENDIX F – SDP Cost Analysis

37. WG assumed in 2015 that adverts would be required by regulations at the following SDP stages; Delivery Agreement; Preferred Strategy; Strategic Sites; Deposit; Submission; Examination and Adoption. It was assumed that one advert could cover two local planning authorities, therefore giving a 50% saving and cost of £44,100.

38. Since then the LDP amendment regulations⁵ have removed the requirement to advertise in the local press in recognition of the fact that there are more effective ways of engaging local communities. Therefore, officers will expect WG to omit these requirements in the SDP Regulations. Therefore, this cost has been excluded from this analysis.

IT Support

39. The responsible authority will be able to provide normal ICT support to the team at nominal cost which is not included. However, there will be specific costs associated with the SDP, including an SDP database to manage the process such as the various stages of consultation. WG estimated the cost of an IT consultation database to be the same as for an individual local planning authority (estimated to be £15,000 to £20,000). An additional £10,000 is assumed for software licenses and support.

Conclusion

40. The overall cost of the SDP based on a 5 year delivery programme is estimated to be £3,141,101 (rounded to £3.14m) as follows:

- Initial project set up costs £50,000
- SDP Team Staff costs £1,812,036
- Strategic Planning Panel £26,400 plus existing budget for LPA Members
- Additional costs associated with SPP £34,290
- Additional staff within local authority – existing budget
- Evidence base £795,000
- Examination £283,180
- Printing costs £55,000
- Translation costs £55,195
- Cost of adverts - None
- IT Support - £30,000

41. Based on the proportional split of funding recommended in the main report the estimated cost would be shared between the constituent Councils as follows:

Table 2: SDP Costs per Local Authority

Local Authority	% cost based on SPP Member votes	Total cost (£)	Annual cost (£)
Blaenau Gwent	4.35	136,590	27,318
Bridgend	8.70	273,180	54,636
Caerphilly	13.04	409,456	81,891

⁵ The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015

APPENDIX F – SDP Cost Analysis

Cardiff	21.74	682,636	136,527
Merthyr Tydfil	4.35	136,590	27,318
Monmouthshire	13.04	409,456	81,891
Newport	8.70	273,180	54,636
Rhondda Cynon Taf	13.04	409,456	81,891
Torfaen	4.35	136,590	27,318
Vale of Glamorgan	8.70	273,180	54,636
Total	100.01%	3,140,314	628,062

42. In addition, Local Authorities will need to consider the cost of their own LDP work that will vary between Authorities depending on the stage they are at, as indicated below:

- Blaenau Gwent - adopted on 22nd November 2012, Expires 2021; Undertaking plan review.
- Bridgend - adopted 18th September 2013, Expires 2021; Undertaking plan review.
- Caerphilly - adopted 23rd November 2010, Expires 2021.
- Merthyr Tydfil - adopted 25th May 2011, Expires 2021; Undertaking plan review.
- Monmouthshire - adopted 27th February 2014, Expires 2021; Undertaking plan review.
- Rhondda Cynon Taf - adopted 2nd March 2011, Expires 2021.
- Torfaen - adopted 3rd December 2013, Expires 2021; Undertaking plan review.
- Cardiff – adopted 28th January 2016, Expires 2026.
- Newport – adopted 27th January 2015, Expires 2026.
- Vale of Glamorgan – adopted 28th June 2017, Expires 2026.



COUNCIL – 23RD OCTOBER 2019

SUBJECT: CAERPHILLY COUNTY BOROUGH LOCAL DEVELOPMENT PLAN UP TO 2021 – ANNUAL MONITORING REPORT 2019 (INCLUDING THE 5TH ANNUAL COMMUNITY INFRASTRUCTURE LEVY REPORT)

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 For members to consider the findings and recommendations of the Caerphilly County Borough Local Development Plan 2019 Annual Monitoring Report and to recommend that the 2019 Annual Monitoring Report be approved by Council.
- 1.2 To recommend that the 2019 Annual Monitoring Report be submitted to the Welsh Government by 31 October 2019, in order to satisfy the Council's statutory requirements.
- 1.3 To seek Council agreement to commence the preparation of a full revision of the Adopted Local Development Plan.
- 1.4 If Council agrees to the commencement of the preparation of a Replacement Local Development Plan, to seek Council approval for the necessary budgetary measures to provide the finance necessary to meet the costs of delivering the Regional Strategic Development Plan and the Replacement LDP.
- 1.5 If Council agrees to the commencement of the preparation of a Replacement Local Development Plan, to seek Council agreement to the creation of a two-year fixed term post to complete the delivery of the Council's Regeneration Strategy Framework via development and publication of area masterplans.

Glossary of Terms Used in This Report

LDP	Caerphilly County Borough Local Development Plan 2010 up to 2021(Adopted 2010)
CCBC	Caerphilly County Borough Council
AMR	Annual Monitoring Report
WG	Welsh Government
CCR	Cardiff Capital Region
Regional Cabinet	Cardiff Capital Region Cabinet

CIL.....	Community Infrastructure Levy
Local Councils	Town Councils and/or Community Councils
NDF.....	National Development Framework
PPW	Planning Policy Wales
TAN 1	Technical Advice Note 1: Joint Housing Land Availability Study
SDP.....	Strategic Development Plan
JHLAS	Joint Housing Land Availability Studies
LDP Lite.....	Lite touch form of the LDP review where an SDP Is in place

2. SUMMARY

- 2.1 It is a statutory requirement that the Council submits an Annual Monitoring Report (AMR) to the Welsh Government (WG) that monitors whether or not the Caerphilly County Borough Local Development Plan up to 2021 (LDP) is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP Strategy, or any of the Strategy Policies, are not being implemented and if they are not, identify steps to rectify this.
- 2.2 This is the eighth Annual Monitoring Report to be prepared for the Caerphilly County Borough Local Development Plan up to 2021 and it monitors the period from 1st April 2018 to 31st March 2019. The Council is required to submit the 2019 Annual Monitoring Report to WG by the 31st October 2019.
- 2.3 An overview of the data for the 2019 monitoring period provides an interesting insight into the implementation of the LDP over the last year. Of particular note for 2019 is the following:
- The annual house building rate in this AMR has fallen this year from 284 to 190 units (based on 2018 Joint Housing Land Availability Study figures).
 - The housing land supply figure has increased from 2.1 years to 2.3 years using the residual method, following the approval of several major housing applications.
 - The average house price for the county borough increased by 2% from £129,928 to £132,469.
 - The annual unemployment rate decreased from 6.2% to 5.2%.
 - The number of residents in employment increased from 80,700 to 81,900.
 - A further 12 hectares of employment land was granted planning permission.
 - Of the principal town centres, only Caerphilly and Risca-Pontymister have a vacancy rate of lower than 10% and both towns saw their vacancy rates decrease this year to the lowest levels since the LDP was adopted. Blackwood, Bargoed and Ystrad Mynach have all seen an increase in vacancy rates.
 - In the three principal towns with footfall counters (Caerphilly, Blackwood, Bargoed) there has been an increase in footfall in both Caerphilly and Blackwood. However, the previous AMR year data included a period of six weeks where the footfall counters were out of action so the data is not directly

comparable. The figures in Bargoed have decreased, but this is to be expected as there is now only one footfall camera within the town rather than two.

- There was a further increase in visitor numbers to countryside recreation facilities to 1.5 million visitors per annum, and customer satisfaction has increased from 75% to 85%.

- 2.4 The 2019 AMR also includes the annual monitoring statement for the Council's implementation of its Community Infrastructure Levy (CIL). This is the fifth year the AMR has included this. The 2019 CIL Monitoring identified that £756,590 had been collected in revenue, whilst £87,513 has been passed to Local Councils (Town and Community Councils) and £37,830 has been used to cover the costs of preparing and implementing CIL. A total of just over £1,086,000 remained in the CIL pot to assist in funding appropriate infrastructure.
- 2.5 The 2013 AMR and subsequent AMRs have clearly identified the need for the LDP to be reviewed. Work commenced on a Review of the LDP in 2013, but in July 2016 the Council resolved to withdraw the Replacement LDP and seek support for the early preparation of a Strategic Development Plan (SDP) for the Cardiff Capital Region.
- 2.6 Following extensive discussions, in June 2019 the Cardiff Capital Region Joint Cabinet endorsed the principle of preparing the SDP and agreed a report template to be considered by each of the 10 Councils within the Cardiff Capital Region, which sets out the geographical area to be covered by the SDP; the scope and content; governance arrangements and costs. The SDP report is due to be considered by each of the 10 LAs in the autumn of 2019. Subject to the agreement by the 10 LAs, it is anticipated that work will progress on the SDP. However, the proposed timescales for the preparation of the SDP will mean that the SDP is unlikely to be adopted until 2025 at the earliest.
- 2.7 It was originally envisaged that a light touch LDP (or LDP Lite) would be prepared in tandem with the preparation of the SDP as this would offer the best solution in respect of delivering regional objectives and the utilisation of resources. However, it would not be possible to progress significantly with an LDP Lite until there is certainty on the strategy and content of the SDP. This would mean that an LDP Lite is unlikely to be adopted until 2026 at the earliest. In Caerphilly this would result in a period of 5 years with no local development plan coverage, as the adopted LDP will expire at the end of 2021.
- 2.8 The pressure for the Council to reconvene work on a Replacement LDP remains strong as:
- There is a statutory requirement to move to review after four years;
 - There has been a substantial passage of time since the 2013 AMR identified the need to prepare a new plan;
 - Post 2021 the LDP will 'drop dead' and every effort should be made to ensure that the time without local development plan coverage is minimised;
 - There is an urgent need to increase the housing land supply to deliver market and affordable housing;
 - There is an urgent need to identify additional employment land to encourage economic growth in the county borough; and

- Further unplanned development is likely to be allowed on appeal in the short term.

2.9 The 2019 Annual Monitoring Report therefore concludes and recommends that:

- **The 8th Annual Monitoring Plan has indicated that substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan up to 2021.**
- **In recognition of the need to identify more land for employment and housing to support local need and regional aspirations the 8th Annual Monitoring Report recommends that a review of the Adopted LDP be commenced.**
- **In the period up to the adoption of a new Replacement LDP, the Council will continue to address the shortfall in the 5-year housing land supply through proactive action, including:**
 - **Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;**
 - **Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;**
 - **Utilising the innovative funding model to bring forward Council owned sites with viability issues;**
 - **The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment.**

2.10 With the AMR recommending that a review of the Adopted LDP be undertaken, consideration needs to be given to the form of revision that will be undertaken. There are two options for the form of review:

- **Full Review:** A full review of the LDP utilising the whole LDP preparation process;
- **LDP Lite:** The 2015 Planning Act made provision for local authorities to prepare a light touch review of the plan where a Strategic Development Plan is in place. The SDP would provide the strategic framework for the LDP and, as such, the LDP Lite would use a shorter preparation process as the strategy element will have already been identified.

2.11 Whilst the preparation process for an LDP Lite is shorter and would deliver an adopted plan in a quicker timescale, an LDP Lite cannot be prepared and adopted until the SDP has itself been adopted. As a result the LDP Lite process would mean that the county borough would be left without local development plan coverage for at least 5 years. A full review of the LDP, whilst taking longer to prepare, could be commenced immediately and, as a result, could mean that the county borough would be without local development plan coverage for only two and half years. Therefore it is recommended that a Full Review of the LDP be commenced.

2.12 The Review of the LDP will be a costly and time consuming process. It will require the Strategic Development Plans Team's full focus in order to deliver the Review within the required 3 and a half year timescale. The Review of the LDP will also incur

significant costs arising from the need to establish an evidence base support the plan, engagement and consultation and the Examination process for the plan. It is estimated that the direct costs of preparing the Review of the LDP is in the region of £615,000.

- 2.13 The Review of the LDP will require input from a range of other service areas in order to evidence and support the plan. These services areas will incur significant costs, over and above their normal costs, as a result of their involvement in the process. It has been estimated that the indirect costs to the other service areas is in the order of £220,000.
- 2.14 Overall the costs of preparing a review of the LDP, both indirect and direct costs, are estimated to be within the region of £835,000. However, the majority of the costs will be incurred during two specific periods, namely during the gathering of the evidence base at the beginning of the process and the examination process in what is likely to be the third year of preparation. As a result the Council will need to ensure that appropriate finance is made available through the relevant budgeting processes to ensure the review of the LDP is properly resourced.
- 2.15 Over the past 3 years the Strategic and Development Plans team has had a critical role in the preparation of policy documents focussing on the delivery of allocations within the LDP and promoting regeneration opportunities within the current land use planning framework. This work has included the preparation of 'A Foundation for Success: The Regeneration Strategy for the County Borough' and Masterplans for both Caerphilly Basin and Ystrad Mynach. The need to refocus the Team onto the Review of the LDP will mean that the Team will not be able to prepare the remaining documents in the suite of Masterplans to support 'A Foundation for Success'.
- 2.16 It is essential that this work is completed in order for the Council to maximise the benefits from funding opportunities and to realise its regeneration objectives. Consequently it is proposed that a new fixed term post be created with responsibility for completing the suite of Masterplans. It is anticipated that this work would take approximately 2 years to complete. It is therefore recommended that a 2-year, fixed term planning officer post Grade 9 post be created, at the cost of £44,615 per year (including on-costs, excluding pay inflation) to complete this work.

3. RECOMMENDATIONS

- 3.1 Council considers and notes the findings of the 2019 Annual Monitoring Report and approves the 2019 Annual Monitoring Report.
- 3.2 The 2019 Annual Monitoring Report (Including the 5th Annual Community Infrastructure Levy Report) be submitted to the Welsh Government before the deadline of 31 October 2019.
- 3.3 Council agrees to the commencement of a full Review of the Adopted Local Development Plan, to replace the Adopted Caerphilly County Borough Local Development Plan.
- 3.4 Council approves the financial measures and makes budgetary provision available necessary to fund the preparation of both the regional Strategic Development Plan (subject of a separate Council report on 08/10/19) and the Replacement Local Development Plan.

- 3.5 Council approves the creation of a 2-year fixed term post funded from the Communities Directorate Service Reserves to complete the delivery of the suite of Masterplans to supplement the council's Regeneration Strategy 'A Foundation for Success'.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP Wales Regulations 2005 and the SEA Directive.
- 4.2 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP Wales Regulations 2005 and the SEA Directive.
- 4.3 To comply with the recommendations set out in the 2019 Annual Monitoring Report and the requirements of the Planning and Compulsory Purchase Act for development plan coverage for the county borough
- 4.4 To ensure that the council meets its financial contribution requirements in delivering the Strategic Development Plan and to provide the necessary budget to cover the cost of the preparation and adoption of a Replacement Local Development Plan
- 4.5 To ensure that Regeneration Policy Framework is completed to provide a comprehensive suite of Masterplans to supplement the regeneration strategy 'A Foundation for Success' across the whole of the county borough.

5. THE REPORT

Background

- 5.1 The Council formally adopted the Caerphilly County Borough Local Development Plan (LDP) on the 23 November 2010. Following the adoption of its LDP, the Council has a statutory obligation under section 61 of the Planning and Compulsory Purchase Act 2004 to keep all matters under review that are expected to affect the development of its area. Further, section 76 of the Act requires the Council to produce information on these matters in the form of an Annual Monitoring Report for submission to Welsh Government (WG). The 2019 AMR monitors the period from 1st April 2018 to 31st March 2019 and it is required to be submitted to WG by the 31st October 2019.
- 5.2 The 2019 Report once again considers whether the Development Strategy that underpins the Adopted LDP remains valid; and whether or not the Strategy Policies contained in the Adopted LDP are being effective in delivering the Development Strategy and meeting the objectives of the plan.

Annual Monitoring Requirements

- 5.3 The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended) and the LDP Manual Edition 2 specify that the 2019 AMR is required to include the following:
- An Executive Summary.
 - A review of changes to national and regional policy and guidance and their implications for the LDP.

- The Strategic Environmental Assessment/Sustainability Appraisal (SEA/SA) Monitoring based on the SEA/SA Monitoring Framework (LDP Appendix 18).
- The LDP Monitoring based on the LDP Monitoring Framework (LDP Appendix 19).
- The required Statutory Indicators.
- The recommendations on the course of action in respect of policies and the LDP as a whole.

5.4 Copies of the full 2019 AMR entitled “Caerphilly County Borough LDP 8th Annual Monitoring Report 2019 (including the 5th Annual CIL Report)” together with the background statistical tables have been placed in the resource library and have been put on the members’ portal for members’ information.

Report of Findings

Changes in National, Regional and Local Policy Context

5.5 External Changes need to be considered as part of the AMR and consideration needs to be given to how external factors are impacting upon how the LDP policies are being implemented. These include changes to national policy or legislation; external conditions; and local considerations. There are a number of key changes that are considered in the 2019 AMR.

National Planning Context

National Development Framework

5.6 Welsh Government continue to progress with work on the National Development Framework (NDF), the 20 year land use framework for Wales. A consultation on the Issues, Options and Preferred Option for the National Development Framework was undertaken during the monitoring period and representations were made on behalf of the Council to this consultation.

5.7 The draft NDF was published for consultation in the summer of 2019. As this consultation will commence outside of the monitoring period, the content and potential implications of this will be considered in the 2020 AMR.

Planning Policy Wales Edition 10 (PPW10)

5.8 PPW10 was published in December 2018. PPW10 sets out the national land-use planning policies of the Welsh Government and provides the policy basis to inform policies and land-use allocations in Local Development Plans (LDPs). It is also a material consideration for decision makers in determining planning applications.

5.9 PPW10 has been restructured, with a move away from topic-specific chapters and into policy themes derived from the well-being goals set out in the Well-being of Future Generations (Wales) Act 2015. It identifies ‘Placemaking’ as a central concept for delivering sustainable places. Whilst PPW10 retains a significant element of the policy content included in Edition 9, there are a number of new policy statements across a range of policy areas which need to be considered in the determination of planning applications and in the preparation of future development plans.

Draft Development Plans Manual 3

- 5.10 Welsh Government have also recently published for consultation a draft Development Plans Manual. Whilst the consultation document was published outside of the monitoring period, it is the key guidance document on the preparation of Local Development Plans in Wales and therefore its contents are critical to the AMR, and will inform future development plans.

WGC 005/2018: Planning for Gypsy, Traveller and Showpeople Sites

- 5.11 A Circular on Gypsy, Traveller and Showpeople Sites was published during the monitoring period. The Circular provides guidance on the allocation of sufficient sites within development plans for residential use, transit sites and temporary stopping places, as well as the approach to criteria based policies. The content of the Circular will be given due consideration in the future preparation of development plans.

Technical Advice Note (TAN 1): Joint Housing Land Availability Studies (2015)

- 5.12 As reported in last year's AMR, a significant change to Technical Advice Note (TAN) 1: Joint Housing Land Availability Studies regarding the weight to be given to the 5 year land supply in decision making has also been a key consideration. Following a consultation with key stakeholders, WG have dis-applied Paragraph 6.2 of the TAN. This paragraph indicates that where local planning authorities did not have a five year housing land supply, the need to increase the supply of housing should be given "considerable weight" when dealing with planning applications, provided they would otherwise comply with the development plan and national planning policies. Whilst "considerable weight" no longer needs to be given to increasing the housing supply, the housing land supply is still a material consideration and the weight to be attributed to it is a matter for the decision maker (i.e. the Local Planning Authority).

Regional Planning Context

Strategic Development Plan (SDP)

- 5.13 In January 2018 the Cardiff Capital Region (CCR) Cabinet endorsed the recommendation that work should commence on the SDP for the Region. Since then, work has been ongoing to establish the key areas of agreement to enable the project to proceed. The Cardiff Capital Region Cabinet has held workshops attended by the Leaders, Chief Executives, Lead Cabinet Members for Planning and Chief Planning Officers of the 10 Cardiff Capital Region Authorities to discuss the key issues of:
- The area to be covered by the SDP (Strategic Planning Area [SPA]);
 - The scope and content of the SDP and the period it would cover;
 - Governance arrangements associated with the Strategic Planning Panel (SPP) including apportionment of membership and voting for the constituent authorities; and
 - The costs associated with the process, including the mechanism for delivering the SDP and how the costs should be apportioned between each of the constituent authorities.
- 5.14 Following extensive discussions, in June 2019 the Joint Cabinet endorsed the principle of preparing the SDP and agreed that a report be presented to each of the constituent Councils to seek their approval to commence the SDP for the region. The report will be presented to each local authority in the autumn of 2019. The report to Caerphilly County Borough Council is being presented to Council alongside this AMR report.

Strategic Environmental Assessment/Sustainability Appraisal Monitoring

- 5.15 The Strategic Environmental Assessment Directive requires local authorities to undertake Strategic Environmental Assessments (SEA) as part of the preparation of the LDP. In addition to this the LDP Regulations requires a Sustainability Appraisal (SA) to be undertaken. In preparing the LDP the Council undertook a joint SEA and SA and produced and published its SEA/SA Report in conjunction with the LDP.
- 5.16 The SEA Directive also requires that the Council monitors the state of the environment through monitoring the sustainability objectives set out in the SEA/SA Report. This forms an integral part of the AMR and is contained in Section 4.
- 5.17 This year's SEA monitoring shows a marked improvement to the position of the last two AMR years, where the results were skewed towards a negative overall effect. Whilst some indicators did record negative effects this year, many were different indicators to the ones that were negative in previous years and overall there continues to be no indicators that have consistently been negative since the adoption of the plan. The picture across all objectives is one of significant variation due to the site specific nature of certain indicators, external circumstances and the fact that many indicators are considered relative to national averages, rather than on a trend basis.

LDP Policy Monitoring

- 5.18 The LDP Monitoring considers each of the 22 Strategy Policies against the LDP Monitoring Framework to identify whether the policies are being effective and to identify any policies that are not being implemented.
- 5.19 An overview of the LDP monitoring data for the 2019 AMR provides an interesting insight into the implementation of the LDP over the monitoring period. Of particular note for 2019 is the following:
- The annual house building rate in this AMR has fallen this year from 284 to 190 units (based on 2018 Joint Housing Land Availability Study figures).
 - The housing land supply figure has increased from 2.1 years to 2.3 years using the residual method, following the approval of several major housing applications. (It should be noted that the AMR uses the data from the previous year's JHLAS, due to the fact that the JHLAS is generally agreed after the preparation of the data for the AMR Report. Therefore, the 2019 AMR uses the 2018 JHLAS information that actually covers the period 1 April 2017 to 31 March 2018. The 2019 JHLAS has recently been agreed and the housing land supply has decreased to 2.0 years. This is still well below the 5-year requirement. This figure will be reflected in the 2019 AMR)
 - The average house price for the county borough increased by 2% from £129,928 to £132,469.
 - The annual unemployment rate decreased from 6.2% to 5.2%.
 - The number of residents in employment increased from 80,700 to 81,900.
 - A further 12 hectares of employment land was granted planning permission.
 - Of the principal town centres, only Caerphilly and Risca-Pontymister have a vacancy rate of lower than 10% and both towns saw their vacancy rates decrease this year to the lowest levels since the LDP was adopted.

Blackwood, Bargoed and Ystrad Mynach have all seen an increase in vacancy rates.

- In the three principal towns with footfall counters (Caerphilly, Blackwood, Bargoed) there has been an increase in footfall in both Caerphilly and Blackwood. However, the previous AMR year data included a period of six weeks where the footfall counters were out of action so the data is not directly comparable. The figures in Bargoed have decreased, but this is to be expected as there is now only one footfall camera within the town rather than two.
- There was a further increase in visitor numbers to countryside recreation facilities to 1.5 million visitors per annum, and customer satisfaction has increased from 75% to 85%.

5.20 Where the land supply is less than 5 years, TAN 1 requires local authorities to take steps to increase the supply of housing land, which may include reviewing the development plan, releasing land in its ownership, expediting planning applications or securing the provision of infrastructure to release constrained sites.

5.21 It should be noted that, following the preparation of the 2013 AMR Report, the Council commenced a review of the Adopted LDP. The Replacement LDP progressed through to its Deposit Stage before the Council resolved to withdraw it at the Council meeting on 19 July 2016. Following discussions with Welsh Government Ministers and senior officials, the Council formally withdrew the Replacement LDP at the Council meeting on 11 October 2016, as part of the resolution to agree the 2016 Annual Monitoring Report.

5.22 Since that decision there have been a number of applications for residential development, on sites that are not in accordance with the Adopted LDP, that have been allowed on appeal. The lack of a 5-year land supply was a key factor in the determination of the appeals. It is evident from these decisions that the Planning Inspectorate and Welsh Government both consider the 5-year land supply issue to be a significant material consideration in determining proposals for residential development.

5.23 The dis-application of TAN 1 from 18th July 2018 means that local authorities will no longer need to give "*considerable weight*" to the lack of a 5 year housing land supply when determining planning applications. It should be noted that there is still a need to consider the lack of the 5 year housing land supply, but the weight attributed to it will be for decision makers to determine. Future applications will therefore be considered on their merits. However, there still remains a significant shortfall in housing. Whilst the Council is seeking to address this matter, in part through the release or relevant public sector land in the short term, the issue of the lack of a 5-year housing land supply will continue to be a significant issue.

5.24 Objective 17 which addresses Caerphilly's role as a commercial and employment centre and Objective 18, on providing and protecting a diverse portfolio of employment land for a variety of employment uses, have also been identified as not delivering, on the grounds of the small amount of land granted planning permission for employment use. Notably no allocated employment sites were being developed for employment use during the monitoring period. The LDP has been relatively successful in respect of the development of employment sites and it is therefore not surprising that only a few sites remain. However, it is important that opportunities are explored through the development plan process to ensure that there will be a diverse

portfolio of sites available in the future to support Caerphilly's strategic position in respect of employment and commercial development

- 5.25 Overall the LDP Monitoring finds the plan is being implemented within acceptable parameters, except for the issues of housing delivery and employment growth.

Statutory (Mandatory) Indicators

- 5.26 LDP Manual: Edition 2 has revised the number of statutory or mandatory indicators from the original 10, to just 4. There are also 2 statutory indicators required through TAN1: Joint Housing Land Availability Studies, which remain unchanged. Appendix 1 to the AMR report sets out the plans performance against those monitoring indicators that are required by the Regulations.

Community Infrastructure Levy – 5th Annual Report

- 5.27 The Community Infrastructure Levy (CIL) was introduced in Caerphilly County Borough on 1 July 2014. It is a mandatory charge that is levied against all new qualifying development.
- 5.28 In order to ensure that the implementation of the Community Infrastructure Levy is open and transparent, the Council must prepare an annual report on CIL. The 2019 AMR also comprises the 5th Annual Community Infrastructure Levy Monitoring Report (CIL Report).
- 5.29 The CIL Report covers the previous financial year, in this instance 1st April 2018 to 31st March 2019, and must be published on the Council's website by 31 December each year.
- 5.30 During the monitoring period a total of £756,590.43 in CIL receipts were received by the Council. A total of £87,513.21 was paid to 7 Local Councils in accordance with the CIL Regulations. In addition to this a further £25,346.12 is being retained for use within those areas of the county borough that are not covered by Local Councils.
- 5.31 In accordance with the CIL Regulations provisions the Council has taken £37,829.52 of the CIL receipts in admin fees to assist in covering the cost of implementing and operating the CIL. The admin fees amount to 5% of the total CIL receipts for the year.
- 5.32 It can be confirmed that no infrastructure payments have been received in lieu of CIL and no CIL receipts have been passed to third parties to provide infrastructure. Given the above, the remaining amount of CIL receipts available for expenditure on infrastructure items is £1,086,038.10.
- 5.33 Bids for infrastructure funding from CIL will be considered and recommendations on what bids should receive funding will be reported to Council as part of the 2019/2020 budget considerations. The 2019 Report will include details of all CIL spend for that year, as well as further income and expenditures.
- 5.34 The Regulations also require all Local Councils in receipt of CIL revenue to prepare annual reports on their CIL income and expenditure, for inclusion in the annual CIL report. The annual local Council CIL reports are set out in Appendix 5 of the AMR Report.

AMR Conclusions and Recommendations

- 5.35 The 2019 AMR process has identified that 2 housing policies, namely: SP14 Total Housing Requirements; and SP15 Affordable Housing Target, are not being implemented as anticipated and require action to be taken. It also identifies one objective, namely Objective 9, which seeks to: *“Ensure an adequate and appropriate range of housing sites are available across the County Borough in the most suitable locations to meet the housing requirements of all sections of the population”* which is not being met.
- 5.36 Since the economic crash in 2008 there has been a sustained reduction in housing delivery by the housebuilding industry, a factor that is outside the influence of the LDP. During this time, the Adopted LDP has been successful in delivering housing, with just over half of the housing requirement developed to date. Given the poor economic conditions during much of the plan period, the scale of delivery is considered acceptable. However, with only two years of the plan period remaining, there is insufficient time for the build rate to increase to address the shortfall, even with improved economic conditions. The 2019 Joint Housing Land Availability Study (JHLAS) identifies that approximately 900 dwellings are expected to be delivered over the next two years. This represents a significant shortfall of 3,800 units of the total housing requirement for the plan period.
- 5.37 Furthermore, there are concerns that two of the employment objectives of the plan are not being met – Objective 17, which seeks to *“Capitalise on Caerphilly’s strategic position further developing its role as a commercial and employment centre in the heart of the Valleys City Region with strong links to the Heads of the Valleys area and as the smart alternative for locating development to Cardiff and Newport”* and Objective 18 *“Provide and protect a diverse portfolio of employment land for a variety of employment uses, focusing in particular on higher value employment opportunities and sites to meet local need, including waste management facilities.”*
- 5.38 The AMR highlights that 37.2 Ha of land has been developed during the plan period to date. The diversity and range of allocated sites that remain, particularly in the Caerphilly Basin, is limited and it would be timely to reconsider whether these continue to meet the needs of the business community. There has been a decrease in permissions for B1/B2/B8 employment this monitoring period, together with the low rates of delivery over the past three years, raising concerns that there is no longer the range and diversity of sites to meet future needs. This is critical in respect of local and regional aspirations, where City Deal strives to deliver 25,000 jobs in the region; the allocation of land is needed to facilitate this.
- 5.39 The Adopted LDP is due to expire on 31st December 2021. Section 12 of the Planning (Wales) Act states that on expiry of the plan period, the LDP cannot be used for the purposes of making planning decisions. There has been an ongoing dialogue between Senior Members and officers and the Welsh Ministers and their officials regarding the possibility of deleting this subsection of the legislation to allow LDPs to be used beyond this date. However, the Minister for Housing and Local Government wrote to the Leader of the council on 12th June 2019 to advise that this would not be considered. The consequence of this is that, post 2021, planning applications will need to be determined against national policy rather than the locally specific policies contained within the LDP. This will restrict the ability to utilise a range of local policies such as the settlement boundary, town centre boundaries, employment site use restrictions or certain planning obligations (e.g. affordable housing targets, open space requirements). The commencement of a review of the LDP following the recommendations of this AMR will minimise the amount of time without local development plan coverage.

- 5.40 The Council has been working closely with the 10 LAs within the Cardiff Capital Region to progress the SDP to a point where the Governance, Strategic Planning Area Boundary and Scope, Content and Plan Period will hopefully be agreed by each authority in the autumn of 2019. The timescales to reach this point have, however, been longer than anticipated and critically the timetable for adoption of the SDP is now anticipated to be 2024/25, which is some three years after the expiry of the Adopted LDP, which expires on 31 December 2021. It is therefore necessary to consider whether this position is still in the best interest of the County Borough.
- 5.41 It was originally envisaged that a light touch LDP (LDPL) would be prepared in tandem with the preparation of the SDP as this would offer the best solution in respect of delivering regional objectives and the utilisation of resources. However, it would not be appropriate to make significant progress on an LDPL until such time as there is certainty on the soundness of the SDP strategy. The soundness of the SDP strategy will not be known until such time as the outcomes of the SDP Examination are known, which is estimated to be in 2024/25. An LDPL could not be adopted until 2026 as a minimum, which would leave Caerphilly County Borough without an adopted local development plan for a period of 5 years; two years longer than if a full LDP Review was instigated in 2020. This would have significant implications for investment decisions in the County Borough, as well as increasing the time that the County Borough is vulnerable to speculative planning applications for all forms of development.
- 5.42 In light of the above, the pressure for the Council to commence work on a new Replacement LDP is compelling as:
- There is a statutory requirement to move to review after four years;
 - There has been a substantial passage of time since the 2013 AMR identified the need to prepare a new plan;
 - Post 2021 the LDP will 'drop dead' and every effort should be made to ensure that the time without local development plan coverage is minimised;
 - There is an urgent need to increase the housing land supply and to deliver market and affordable housing;
 - There is an urgent need to identify additional employment land to encourage economic growth in the county borough; and
 - Further unplanned development is likely to be allowed on appeal in the short term.
- 5.43 However, most of these issues, with the exception of the employment objectives, have been identified in previous AMRs back to 2016, but the commencement of a revision of the LDP has not been recommended due to the fact that the decision to withdraw the Replacement LDP in 2016 included four recommendations, which included:
- To work with all local planning authorities across the Cardiff City Capital Region to prepare a strategic development plan in line with the signed City Deal Agreement at the earliest possible time.
- 5.44 This recommendation placed an onus on the Council to pursue the early preparation of a SDP for the Cardiff Capital Region.
- 5.45 Following extensive discussions, in June 2019 the Cardiff Capital Region (CCR) Cabinet endorsed the principle of preparing the SDP and agreed a report template to

be reported to each of the 10 constituent local authorities seeking their agreement to commence work on the SDP. This report will be presented to all 10 Councils by the end of October 2019.

- 5.46 The fact that the CCR authorities are now in this position means that the July 2016 Council Resolution has now been met. As a result, this resolution can no longer be used as a reason not to commence work on the review of the Adopted LDP.
- 5.47 The 2019 Annual Monitoring Report therefore concludes:
- Since 2013 all AMRs have concluded that a revision of the Adopted LDP was required
 - The 2019 AMR concludes that a revision of the Adopted LDP is required on the basis of issues relating to housing and employment land
 - A report seeking the agreement of the 10 CCR local Authorities to commence the preparation of a SDP has satisfied the recommendation included in the withdrawal of the Replacement LDP
- 5.48 The 2019 Annual Monitoring Report therefore concludes and recommends that:
- R1 The 8th Annual Monitoring Plan has indicated that substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan up to 2021.
- R2 In recognition of the need to identify more land for employment and housing to support local need and regional aspirations the 8th Annual Monitoring Report recommends that a review of the Adopted LDP be commenced.
- R3 In the period up to the adoption of the revised LDP, the Council will continue to address the shortfall in the five year housing land supply through proactive action, including:
- Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance;
 - Lobbying Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development;
 - Utilising the innovative funding model to bring forward Council owned sites with viability issues;
 - The identification of schemes through the Regeneration Project Board where funding opportunities could be exploited to deliver regeneration projects, including for housing and employment.

Form of LDP Revision

- 5.49 The Planning Wales Act 2019 sets out the provisions for the preparation of Strategic Development Plans. In addition to this the Act sets out the provisions for local authorities within the area covered by an SDP to undertake a short form of LDP review termed an LDP Lite. The LDP Lite would benefit from the overarching strategy and strategic policies set out in the SDP. As a result the LDP Lite would comprise allocations and local development control policies.
- 5.50 Given the reduced content and the fact that the LDP Lite would not require the Preferred Strategy stage, due to the SDP Strategy, the LDP Lite would be quicker to

prepare than a full review. However, an LDP Lite is directly related to the SDP and would therefore need to be prepared after the SDP. Welsh Government has advised that an LDP Lite should be prepared following the adoption of the SDP. It would be possible to commence the preparation of an LDP Lite when the SDP has reached a stage of relative certainty, i.e. submission for examination. Commencing preparation of an LDP Lite before the SDP is adopted runs the risk that the LDP Lite may be found not in conformity with the SDP if changes are made to the SDP as part of the examination process. This would require additional work to address the issue and would increase the preparation time for the LDP Lite.

- 5.51 Even if the LDP Lite is commenced at submission stage of the SDP, the current programme would see the SDP adopted in 2025 and this would mean that the earliest that the LDP Lite could be adopted would be mid to late 2026. With the Adopted LDP reaching its 'drop dead' point at the end of 2021, this would mean a period of at least 5 years without local development plan coverage.
- 5.52 By comparison a full review of the Adopted LDP would require the full process, including the Preferred Strategy stage. Due to the fact that the Adopted LDP has an evidence base, which would only require updating, Welsh Government expect LDP Revisions to take only three and half years to prepare and adopt. If the decision is taken to commence a full review it is anticipated that a revised LDP could be adopted in early 2024. This would mean that the period without local development plan coverage would be just over 3 years.
- 5.53 Care would need to be taken with the preparation of a full review of the LDP to ensure that it remains in conformity with the emerging SDP as it is progressed, albeit slightly behind the LDP. If the new Replacement LDP is not in general conformity with the adopted SDP, then a further review of the LDP would be required, albeit in the form of the LDP Lite.
- 5.54 The key issue in respect of the LDP is the period without local development plan coverage, i.e. the period after the drop dead date of the Adopted LDP, post 2021. An adopted LDP provides the policy framework for making development management decisions and also provide certainty to investors. Following the drop dead date development proposals can only be determined against national planning policy and guidance, with the potential for developments that would not normally be acceptable, being permitted.
- 5.55 More importantly, however, the lack of local development plan coverage is likely to have a significant adverse effect on investment decisions. The certainty that development plans provide are a key element in such decisions and the period without coverage could have a significant impact on investment into the county borough, at a time when the City Deal, Metro and Valleys Task Force programmes are targeting growth and investment in the county borough.
- 5.56 Given this it is essential that the period without local development plan coverage is minimised and therefore the Council should now resolve to commence a full review of the Adopted LDP with the aim of adopting a new LDP in early 2024.

Consequential Implications of Commencing a Revision of the LDP

- 5.57 The preparation of an LDP is a costly and work intensive task that continues over a period of years. Through Planning Policy Wales and the amended LDP Manual, Welsh Government has reduced the period expected for the preparation of a development plan to just 3½ years, which means a much greater work and cost focus

than has previously been the case. In making a decision to commence the revision of the Adopted LDP, Member will need to be advised of the implications in respect of the decision, particularly in respect of the costs of preparation and the impact on the workload of the Strategic Planning Team.

Direct Costs

- 5.58 There are significant cost implications in preparing a new LDP. The plans are underpinned by an exhaustive evidence base, which is based on a significant amount of information and assessments. The plan will be subject to extensive public engagement and consultation and ultimately the plan will be the subject of independent Examination by the Planning Inspectorate before being adopted. All of these elements have significant cost implications and the Council will need to set aside sufficient finance to cover these costs.
- 5.59 The cost of preparing the Adopted LDP, which was commenced in 2006 and was adopted in 2010, was in the region of £450,000, not including staff costs. In order to provide an estimate of the potential costs of preparing a Replacement LDP the costs incurred previously have been updated, as those costs are now over 10 years old. Since the adoption of the LDP in 2010, costs have increased and this will need to be reflected in the budget to prepare a Replacement LDP.
- 5.60 Since the adoption of the LDP in 2010 changes to legislation and guidance have significantly increased the level of information required to prepare a plan, as well as introducing significant new requirements and procedures, all of which increase the cost of preparing a new LDP.
- 5.61 It is estimated that the cost of undertaking a full review of the LDP will be in the order of £615,000, based on revised estimates of costs from 2010. These costs include the whole of the plan preparation process, the costs of procuring detailed pieces of evidence that cannot be undertaken internally, such as viability evidence, Habitats Regulations Assessment etc.

Indirect Costs

- 5.62 The preparation of a new LDP also requires input from other service areas within the Council, most notably from Highways, Environmental Health, Countryside (ecology and landscape) and Housing. The input required from these service areas is, in most cases, additional to their normal duties and the costs which will be incurred as part of the LDP process has not been factored into their respective budgets to date.
- 5.63 An assessment of the additional costs likely to be incurred by these service areas has been undertaken and has been based on the time and work undertaken by these services in preparing the Adopted LDP. It is estimated that the additional costs of preparing the LDP is in the region of £220,000 and covers the additional work and any procurement of any consultancy services necessary to provide the service area expert advice and input, e.g. traffic modelling, air quality modelling, ecological & landscape assessment.

Programming The Costs

- 5.64 The costs of preparing an LDP are not realised consistently throughout the plan preparation process. The major costs associated with the LDP preparation process are generally incurred during two specific periods: the first period of major costs are incurred during the gathering of the evidence base to support the plan during the first

year or so of the process. The second period of major costs are associated with the Examination of the plan by an independent Planning Inspector generally in the third year of LDP preparation.

- 5.65 In making provision to ensure that sufficient finance is made available to prepare the LDP it is important that the budgets reflect the periods of high costs to ensure that sufficient finance and resources are available and that the LDP preparation is not delayed due to financial constraints.

Associated Work Costs of Commencing LDP Preparation

- 5.66 Over the past 3 years the Strategic and Development Plans team have had a critical role in the preparation of policy documents focussing on the delivery of allocations within the LDP and promoting regeneration opportunities within the current land use planning framework. This work has included the preparation of 'A Foundation for Success: The Regeneration Strategy for the County Borough' and Masterplans for both Caerphilly Basin and Ystrad Mynach.
- 5.67 'A Foundation for Success' identifies that a suite of masterplans needed to be prepared to provide more detailed proposals, to supplement the overarching framework for the county borough. 2 Masterplans have already been approved by the Council, namely the Caerphilly Basin and Ystrad Mynach Masterplans, whilst the Heads of the Valleys Regeneration Area Masterplan is in preparation. Work has yet to commence on the remaining 2 Masterplans. It is important that the regeneration framework is completed to ensure that funding sources can be sought for proposals throughout the whole of the county borough to aid the delivery of the Council's regeneration objectives.
- 5.68 The commencement of the review of the LDP, together with an ongoing involvement in the SDP plan preparation process, will mean that the team will no longer have sufficient capacity and resources to lead on Masterplan delivery in addition to delivering the Replacement LDP. Consequently it is recommended that a two-year, fixed term post be created with responsibility for delivering the remaining 2 Masterplans for Greater Blackwood and the Newbridge to Risca Corridor.
- 5.69 It is recommended that the post would need to be at the Planning Officer level (grade 9) in order to be of a sufficient grade to undertake the duties of the post. It is anticipated that the remaining 2 Masterplans would take 2 years to complete. As such it is recommended that a 2-year, fixed term Planning Officer post be created at a cost, including on costs, of £44,615 per year (not including pay inflation) and that the cost is met from the Communities Directorate Service Reserves.

Overall Conclusion

- 5.70 The 2019 Annual Monitoring Report identifies that significant progress has been made with the implementation of the Adopted LDP but a review of the Adopted LDP is now urgently required. The Council has already considered a report seeking agreement of the Council to commence the preparation of the SDP and, subject to agreement, this requirement would have been met.
- 5.71 This report considers the options for LDP revision and has concluded that a full review of the LDP should be undertaken.
- 5.72 In order to facilitate the Review of the LDP provision needs to be made to meet the anticipated costs of plan preparation in the order of £615,000 in direct costs and

£220,000 in indirect costs. The Council will, therefore need to make provision in the region of £835,000 over the next four years to deliver the Replacement LDP..

- 5.73 The report also concludes that a 2-year fixed term planning officer post be created to complete the preparation and publication of the Council's regeneration framework at a cost of £44,615 per annum.

6. ASSUMPTIONS

- 6.1 The timescales for the delivery of the SDP assume preparation in accordance with the timetable set out in Appendix C of the Strategic Development Plan Commencement report, which is also due to be considered at the Council meeting on 23rd October. The timescales for the preparation of an LDP Review and LDP Lite are based on the indicative timescales for the preparation of development plans within the draft Development Plans Manual (Edition 3) produced by Welsh Government.
- 6.2 The estimates of the costs for preparing the Replacement LDP are assumptions based upon the costs of preparing the Adopted LDP, with associated increases due to inflation and estimates of costs to undertake additional work. Similarly the Council contributions towards the preparation of the SDP are based upon estimates of costs based upon the recommended structure and process set out in the Strategic Development Plan Commencement report.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The following Council plans and policies are relevant to the Local Development Plan:

Corporate Plan 2018-2023.

- 7.2 As the key land use planning document for the Council, the LDP assists in delivering the 6 Corporate Plan Objectives:

Objective 1 - Improve education opportunities for all

The LDP will provide the local planning framework to assist in the delivery of the land use aspects associated with this objective, including:

- Tackling poverty
- Providing economic conditions to encourage economic growth and skills development
- Assist in the delivery of the City Deal Digital Strategy
- Providing the land use framework to deliver the right schools in the right places

Objective 2 - Enabling employment

The LDP will identify land to facilitate the development of new employers and the expansion of existing businesses.

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 LDP will set out the local framework to deliver the range and quality of housing to meet this objective and its outcomes through policies supporting sustainable levels of housing development to meet the needs of all residents

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

The LDP will provide the local level framework that will assist in the delivery of the South East Wales Metro programme, which seeks to deliver a transformative transport system that increases accessibility throughout the County Borough and the wider region.

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

The LDP will set out the local policy framework that will facilitate the creation of healthier places, providing opportunities to create environments that engender healthy lifestyles, whilst ensuring access to much needed housing and employment opportunities.

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

The LDP will set out the local policy framework that will facilitate the support infrastructure and services necessary to support the residents of the county borough. It will also set out requirements as for new homes, job opportunities that will provide employment and homes for the county borough's residents, assisting them to remain independent as well as improving their well-being.

8. WELL-BEING OF FUTURE GENERATIONS

8.1 The LDP is the strategic land use document for the County Borough setting out how and where sustainable development will be delivered. It is a cross-cutting plan that considers issues around housing, employment, transport, infrastructure, community facilities, education facilities, leisure and tourism, heritage and environmental assets. The AMR recommends a review of the LDP, which will set a framework to deliver all 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 five ways of working are integral to the preparation of the Replacement LDP. Any Replacement LDP will demonstrate the five ways of working:

- Long Term – The preparation of the Replacement LDP is about planning for the future (typically a 15 year plan period) in a sustainable way.
- Prevention – plan preparation is built on a robust evidence base which considers key issues and how to respond to them in a manner that prevents any issues deteriorating and seeks to address key land use matters
- Integration – the preparation of a development plan will be bring together all

land use planning issues relevant at a local level involving our partners, residents, visitors, employers and service providers in the formulation of the Plan. The LDP will also need to be in general conformity with other planning tiers, including the NDF and SDP.

- Collaboration – the preparation of an LDP will be a key collaboration project reflecting the land use priorities of multiple Council departments and Public Service Board Partners, as well as external stakeholders.
- Involvement – preparation of an LDP will provide numerous opportunities to engage with our stakeholders, residents and customers, including the business community and will ensure that we are listening to a wide range of views to inform the plan and decision making process.

9. EQUALITIES IMPLICATIONS

- 9.1 There are no direct implications associated with this report. Strategic Environmental Assessment and Sustainability Appraisal (SEA/SA) will both be required as part of the preparation of the Replacement LDP. Furthermore, the SEA/SA will need to conform with all relevant legislation and as such will also need to include Health and Equalities Impact Assessments as part of an holistic Integrated Impact Assessment. These issues will be addressed as part of the preparation of the Replacement LDP in an integrated process throughout the plan preparation period.

10. FINANCIAL IMPLICATIONS

- 10.1 In order to facilitate the review of the LDP, provision needs to be made to meet the anticipated costs of plan preparation in the order of £615,000 in direct costs and £220,000 in indirect costs. The Council will, therefore, need to make provision in the region of £835,000 over the next 4 years from corporate budgets. The justification for these costs are set out in paragraphs 5.58 to 5.65 above.
- 10.2 The report also recommends that a new two-year, fixed-term planning officer post be created to complete the preparation and publication of the Council's regeneration framework at a cost of £44,615 per year (including on costs but excluding pay inflation). The justification for the creation of this post is set out in paragraphs 5.66 to 5.69 above.

11. PERSONNEL IMPLICATIONS

- 11.1 The report recommends that a new two-year, fixed-term planning officer post be created to deliver the remaining Masterplans for the county borough. The justification for the creation of this post is set out in paragraphs 5.66 to 5.69 above.
- 11.2 It is considered that this post should be advertised as a two-year, fixed-term Grade 9 Planning Officer post at a cost, including on costs, of £44,615 per year (excluding pay inflation).

12. CONSULTATIONS

- 12.1 All responses from consultations have been incorporated into the report.

13. STATUTORY POWER

- 13.1 The Planning and Compulsory Purchase Act 2004 requires the Council to prepare and keep under review a Local Development Plan for the County Borough to act as a single framework for the control and use of land within its administrative boundary.
- 13.2 The Local Government Act 1998. The Local Government Act 2003. The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005. The Planning (Wales) Act 2015

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Consultees: Cllr E. Stenner – Cabinet Member for Environment & Public Protection/Planning
Cllr Sean Morgan, Cabinet Member for Economy, Infrastructure, Sustainability & Wellbeing of Future Generations Champion (Chair)
Christina Harrhy, Interim Chief Executive
Mark S. Williams, Corporate Director Communities
Dave Street, Corporate Director, Social Services
Richard Edmunds, Corporate Director of Education and Corporate Services
Steve Harris, Interim Head of Business Improvement and Acting Section 151 Officer
Rhian Kyte, Head of Regeneration and Planning
Marcus Lloyd, Head of Infrastructure
Rob Hartshorn - Head of Public Protection, Community and Leisure Services
Keri Cole – Chief Education Officer
Mark Williams, Interim Head of Property Services
Clive Campbell - Transportation Engineering Manager
Christopher Adams – Highway Engineering Group Manager
Allan Dallimore, Regeneration Services Manager
Kath Peters, Corporate Policy Manager
Tim Stephens – Development Control Manager
Mike Headington – Green Spaces and Transport Services Manager
Phillip Griffiths – Green Spaces Strategy and Cemeteries Manager
Mike Eedy - Finance Manager
Anwen Cullinane, Senior Policy Officer (Equalities and Welsh Language)
Lynne Donovan, Head of People Services

Appendices:

Appendix 1 – Indicative Delivery Timeframe and Budget Requirement for the Review of the LDP

Background Papers:

Caerphilly County Borough LDP Annual Monitoring Report 2019
[Made available in the members' resource library and on the members' portal]
Caerphilly County Borough LDP Annual Monitoring Report 2019 – Background Tables
[Made available in the members' resource library and on the members' portal]

Indicative Delivery Timeframe and Estimated Budget Requirements

Calendar Year	2019			2020				2021				2022				2023				2024				2025																			
Month	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4
	Agreement to commence LDP Preparation			DA Agreed by WG				Preferred Strategy Consultation				Deposit Consultation				Submission to WG For Examination				LDP Examination				Adoption of LDP																			
	Financial Year 1 2019 / 2020			Financial Year 2 2020 / 2021				Financial Year 3 2021 / 2022				Financial Year 4 2022 / 2023				Financial Year 5 2023 / 2024				Financial Year (Slippage) 2024 / 2025				Totals																			
SDP Costs	£0			£85,000				£85,000				£85,000				£85,000				£85,000				£425,000																			
LDP - Direct Costs	£60,000			£95,000				£20,000				£80,000				£285,000				£75,000				£615,000																			
LDP - Indirect Costs	£0			£180,000				£40,000				£0				£0				£0				£220,000																			
Total	£60,000			£360,000				£145,000				£165,000				£370,000				£160,000				£1,260,000																			



COUNCIL – 23RD OCTOBER 2019

SUBJECT: PROPOSAL TO DISCONTINUE THE FUTURE GENERATIONS ADVISORY PANEL

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION & CORPORATE SERVICES

1. PURPOSE OF REPORT

1.1 To consider the proposal to discontinue the Future Generations Advisory Panel.

2. SUMMARY

2.1 The Future Generations Advisory Panel (FGAP), previously known as the Sustainable Development Advisory Panel (SDAP), was established in February 2002 to advise on, and mainstream sustainable development. In May 2016 the Panel became the FGAP, partly in response to the Well-being of Future Generations (Wales) Act 2015.

Significant steps have been taken in embedding sustainable development and well-being in service planning and decision-making across the local authority since the inception of SDAP. The FGAP continued this work and has achieved its core aim to raise awareness of well-being in the context of future generations. It is considered that a formal group is no longer required to champion these issues.

3. RECOMMENDATIONS

3.1 That Council considers the proposal to discontinue the Future Generations Advisory Panel.

4. REASONS FOR THE RECOMMENDATIONS

4.1 Since the Sustainable Development Advisory Panel was established in 2002, significant strides have been taken to raise understanding of sustainable development and well-being which is now embedded across the Authority. The FGAP has achieved its core aim and is no longer required to champion these issues.

4.2 Other structures have been put in place to ensure the ongoing consideration of these issues, including the newly formed Environment and Sustainability Scrutiny Committee.

4.3 All reports for decision are now required to consider well-being issues, including the sustainable development principle, otherwise known as the five ways of working. Corporate Well-being Objectives are reported to the relevant Scrutiny Committees.

4.4 Attendance at FGAP has been relatively low. The Panel has met six times since it became FGAP in May 2016. The highest number of Elected Members able to attend any of these meetings has been five. Eleven Elected Members are allocated to the Panel.

4.5 Considerable officer time is required to facilitate the Panel. Given that other mechanisms now exist to secure sustainable development the time spent is considered to be disproportionate.

5. THE REPORT

5.1 The Sustainable Development Advisory Panel (SDAP) was established in February 2002 to advise on, and mainstream sustainable development. The Panel met every six weeks until 2013 when meetings became quarterly. The Panel's work programme covered a diverse range of topics, largely with an environmental focus, from carbon reduction and fleet issues to fracking and the effects of solar flares. The Panel made recommendations direct to Cabinet.

5.2 In the last few years the term well-being has been used to replace sustainable development, with the sustainable development principle, otherwise known as the five ways of working, now enshrined in legislation within the Well-being of Future Generations (Wales) Act 2015. In May 2016 the Panel became the Future Generations Advisory Panel (FGAP), partly in response to the Well-being of Future Generations Act. The primary aim of FGAP, as set out in its terms of reference is *"to promote the economic, social, environmental and cultural well-being of residents of the county borough by providing guidance and advice to the Authority on the work required as part of the Well-Being of Future Generations (Wales) Act 2015. This includes ensuring that this work is undertaken in accordance with the "sustainable development principle", and does not compromise the ability of future generations to meet their own needs"*.

5.3 Since 2002 significant strides have been taken in raising understanding of the sustainable development principle and well-being across the authority with the FGAP overseeing programmes of work to embed understanding of the issues, and projects to put the principles into action.

5.4 Other structures now exist which are better placed to mainstream consideration of these issues, including the newly formed Environment and Sustainability Scrutiny Committee.

5.5 Training is given to all Members on scrutiny committees to ensure that "sustainability" and "future generations" are being considered as reports pass through internal processes.

5.6 All reports for decision are now required to consider well-being issues, including the sustainable development principle. Training for officers involved in service development, report writing and decision making has been developed and is being rolled out.

5.7 It is proposed that the role of highlighting key future generations issues and topics with the appropriate scrutiny committee would be undertaken by the Cabinet Member with responsibility for Sustainability & Future Generations. This could be done by the Cabinet Member attending meetings of Scrutiny Leadership Group twice per annum and discussing areas for consideration by respective scrutiny committees. The scrutiny chairs could then highlight this with their scrutiny committee when agreeing work programmes. Political Group Leaders could also highlight issues to the Cabinet Member for consideration. The Cabinet Member would identify the potential issues and topics through 6th monthly meetings with the Policy Team who would review committee forward work programmes to identify any potential gaps. The terms of reference for Scrutiny Leadership Group, approved by Council include the following 'Ensure effective liaison across the work of the Committees'.

5.8 Attendance at FGAP has been poor. The Panel is made up of eleven Elected Members with a political balance reflecting the make up of the Council. The Panel has met six times since it became FGAP in May 2016. The highest number of Members attending any of these meetings has been five. Concern has been expressed at the amount of officer time spent preparing reports and presentations for the meetings given the number of Members attending. Concern has also been expressed that external organisation presentations have been provided, again to a small number of Elected Members. Recent meetings have included presentations from the Caerphilly Youth Forum and Coleg y Cymoedd. Five Members of the Panel were present at these meetings.

5.9 A meeting was held on the 10th June 2019 between the Cabinet Member and Group Leaders. At this meeting the above points were acknowledged and it was agreed that consultation should begin to consider discontinue the Future Generations Advisory Panel prior to a Council decision

5.10 **Conclusion**

The original purpose of SDAP, and subsequently FGAP, has been achieved. Structures are now in place to provide mainstream mechanisms that ensure that sustainable development, well-being and future generations issues are embedded across the organisation and considered in the decision making processes.

5.11 Attendance at FGAP has been poor. Concern has been expressed at the amount of officer time spent preparing reports and presentations for the meetings given the number of Elected Members able to attend.

5.12 It is proposed that FGAP should be discontinued. The Panel is listed in the Council's Constitution and therefore approval by Council will be required to achieve this.

6. **ASSUMPTIONS**

6.1 The key assumption is that Members of Scrutiny Committees have, or can be given, the appropriate levels of knowledge and understanding of sustainable development and well-being issues to be able to scrutinise topics against these considerations.

7. **LINKS TO RELEVANT COUNCIL POLICIES**

7.1 The Authority has a duty to maximise its contribution to all of the Corporate Well-being Objectives, and adhere to the sustainable development principle (the five ways of working).

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

8.1 The role of FGAP has been to help to ensure that the Authority works with its Public Services Board (PSB) partners to deliver the objectives set out in the PSB Well-being Plan – "The Caerphilly We Want", and that the authority is meeting its own Corporate Plan Well-being Objectives. This includes maximising our contribution to all of the seven Well-being Goals, and in a way that is consistent with the five ways of working.

8.2 This function has been embedded into the culture and operation of the authority, this includes the requirement for each report to include a section on how the proposals have been developed to contribute to the seven well-being goals and are consistent with the five ways of working. Each Scrutiny Committee has received training to understand their role in terms of scrutinising reports in line with these requirements.

9. **EQUALITIES IMPLICATIONS**

9.1 There are no equalities implications in relation to this report.

10. **FINANCIAL IMPLICATIONS**

10.1 There are no financial implications in relation to this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications in relation to this report.

12. CONSULTATIONS

- 12.1 The report reflects the views of the consultees, with the exception of the following comments:
- 12.2 Cllr J Ridgewell suggested that it might be helpful to initially trial the new arrangement with an option to resurrect the FGAP should it become evident that the change isn't delivering. The officer view is that the case for discontinuing FGAP, as set out in the report, is sound, and that we do not believe that there should be a trial period in which to review this decision.
- 12.3 Cllr G Simmonds expressed the view that the Panel was an important forum for Members to raise questions and to receive answers on reports. He highlighted the recently declared climate emergency as a subject which the Panel should consider. As set out in the report it is the view that other mechanisms now exist to undertake this role.
- 12.4 Cllr C Mann suggested that relevant issues are taken up by a small cross-party group of members meeting relevant officers, possibly on an ad-hoc basis to examine where progress has been made, or not enough progress achieved and then pursue issues as appropriate. It is felt that additional meetings are not required, but an amendment has been made to the report to enable Political Group Leaders to highlight issues to the Cabinet Member for consideration.

13. STATUTORY POWER

13.1 Local Government Act 1972.

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Robert Tranter, Head of Legal Services and Monitoring Officer
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Ros Roberts, Business Improvement Manager
Cath Forbes-Thompson, Scrutiny Manager
Members of the Future Generations Advisory Panel