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For all enquiries relating to this agenda please contact Sharon Hughes  
(Tel: 01443 864281 Email: [hughesj@caerphilly.gov.uk](mailto:hughesj@caerphilly.gov.uk))

**Date: 14th April 2021**

Dear Sir/Madam,

A meeting of the **Housing and Regeneration Scrutiny Committee** will be held via Microsoft Teams on **Tuesday, 20th April, 2021 at 5.30 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days.

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Yours faithfully,

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

**Christina Harrhy**  
CHIEF EXECUTIVE

## AGENDA

Pages

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

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

**A greener place Man gwyrddach**



To approve and sign the following minutes: -

- |   |  |        |
|---|--|--------|
| 3 | Housing and Regeneration Scrutiny Committee held on 9th March 2021.                              | 1 - 4  |
| 4 | Consideration of any matter referred to this Committee in accordance with the call-in procedure. |        |
| 5 | Housing and Regeneration Scrutiny Committee Forward Work Programme.                              | 5 - 14 |

To receive and consider the following Scrutiny report: -

- |   |  |         |
|---|--|---------|
| 6 | Regeneration Project Board - Monitoring Report 2020. | 15 - 20 |
|---|--|---------|

**Circulation:**

**Councillors** J. Bevan, D. Cushing, C. Elsbury, Mrs C. Forehead (Vice Chair), R.W. Gough, L. Harding, A.G. Higgs, G. Kirby, Ms P. Leonard, Mrs G.D. Oliver, B. Owen, Mrs D. Price, Mrs M.E. Sargent, A. Whitcombe (Chair), W. Williams and B. Zaplatynski

And Appropriate Officers

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## HOUSING AND REGENERATION SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY,  
9TH MARCH 2021 AT 5.30 P.M.

PRESENT:

Councillor A. Whitcombe - Chair  
Councillor Mrs C. Forehead - Vice-Chair

Councillors:

D. Cushing, C. Elsbury, R. W. Gough, L. Harding, A. G. Higgs, G. Kirby, B. Owen, Mrs M. E. Sargent, W. Williams and B. Zaplatynski.

Cabinet Members:

Cllr. S. Morgan (Deputy Leader and Cabinet Member for Economy and Enterprise) and Cllr. L. Phipps (Cabinet Member for Housing and Property).

Together with:

M. S. Williams (Interim Corporate Director - Communities), R. Kyte (Head of Regeneration and Planning), P. Smythe (Housing Technical Manager), F. Wilkins (Housing Services Manager), K. Denman (Housing Solutions Manager), C. Forbes-Thompson (Scrutiny Manager), S. Hughes (Committee Services Officer) and C. Evans (Committee Services Officer).

### RECORDING ARRANGEMENTS

The Chairperson reminded those present that the meeting was being recorded and would be made available to view via the Council's website, except for discussions involving confidential or exempt items. [Click here to view.](#)

#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Bevan, Ms P. Leonard, Mrs G. D. Oliver and Mrs D. Price.

#### 2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course of the meeting.

**3. MINUTES – 26TH JANUARY 2021**

RESOLVED that the minutes of the Housing and Regeneration Scrutiny Committee meeting held on 26th January 2021 (minute nos. 1 - 9) be approved as a correct record and signed by the Chair.

**4. CALL-IN PROCEDURE**

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

**5. HOUSING AND REGENERATION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

The Scrutiny Manager presented the report which outlined details of the Housing and Regeneration Scrutiny Committee Forward Work Programme for the period March 2021 to September 2021 and included all reports that were identified at the Housing and Regeneration Scrutiny Committee meeting held on 26th January 2021. Members were asked to consider the Forward Work Programme, alongside the Cabinet Forward Work Programme, prior to publication on the Council's website.

Following consideration of the report, it was moved and seconded that the recommendations be approved. By way of electronic voting this was unanimously agreed.

RESOLVED that the Housing and Regeneration Scrutiny Committee Forward Work Programme be published on the Councils' website.

**6. CABINET REPORTS**

None of the Cabinet reports listed on the agenda had been called forward for discussion at the meeting.

**REPORTS OF OFFICERS**

Consideration was given to the following reports.

**7. DIRECTORATE PERFORMANCE ASSESSMENT. SIX MONTH UPDATE 2020 (THE DIRECTORATE FOR COMMUNITIES - REGENERATION)**

The Deputy Leader and Cabinet Member for Economy and Enterprise introduced the report which presented the Scrutiny Committee with a copy of the Communities Directorate Performance Assessment (DPA), which is part of the Council's new Performance Framework. It was highlighted that the focus for this item would be on the Planning and Regeneration Service aspects of the DPA. The Scrutiny Committee was asked to review the document and discuss, challenge and scrutinise the information contained within.

A Member drew particular attention to the report which provided information on Customer Intelligence and raised in query in relation to public consultation exercises. In response to the Member's query it was highlighted that the Directorate Performance Assessment provides information and analysis for the first six months of the year. Members were

advised that, in terms of customer feedback, a revised household survey has been undertaken during the latter part of this year and items that have been included will come forward on future Directorate Performance Assessments.

In response to a Member's query regarding asset management, the process for the disposal of land and property including the use of delegated powers was explained to the Scrutiny Committee. During the course of the debate a request was made for the relevant Scrutiny Committee (Environment and Sustainability) to be informed before the disposal of any large buildings or major land assets. In conclusion, it was agreed that full details of the request would be e-mailed to the Cabinet Member for Housing and Property, who would arrange a response to the query.

Members discussed, challenged and scrutinised the information contained within the report.

## **8. HOUSING DIRECTORATE PERFORMANCE ASSESSMENT SIX MONTH UPDATE 2020**

The Cabinet Member for Housing and Property introduced the report to present the Scrutiny Committee with the new Caerphilly Homes Directorate Performance Assessment (DPA) which is part of the Council's new Performance Framework. Members were informed that the DPA provides information and analysis for the 6-month period April – September 2020 and forms part of the overall Council 'self-assessment' activity, of which members are invited to discuss, challenge and scrutinise the information in the DPA. The Cabinet Member for Housing and Property expressed her thanks to members of staff at Caerphilly Homes for their commitment and support during the Covid-19 pandemic.

Points of clarification were requested on various aspects of the report and Officers responded to the points raised.

An update was requested on the revised Welsh Housing Quality Standard (WHQS) deadline. It was highlighted that although the completion of the WHQS programme remains a priority, it has unavoidably been delayed as a consequence of the pandemic. Members were advised that the WHQS programme is on track to complete all works by the target date of August 2021, pending no further delay from Covid-19 lockdowns. It was outlined that external works will be completed by the end of March or the beginning of April and internal works will be completed by August 2021.

An update was requested in relation to the sheltered housing schemes that are deemed not fit for purpose. It was explained that the development of alternative new build accommodation has not made the progress anticipated, in part due to Covid-19. The Scrutiny Committee was informed that due to delays with delivery of the alternative new build accommodation, requests will be considered if tenants from those schemes wish to be considered for a permanent move to accommodation elsewhere. Members were advised to refer tenants to the Sheltered Housing Officer and The Older Persons Housing Team, who will assist them to source alternative, suitable accommodation.

Members were provided with an update on homelessness and rough sleeping. It was highlighted that although the rough sleeping problem in the Caerphilly borough is not fully eradicated, the figures are reducing significantly. It was clarified that the directive from Welsh Government has not changed since March 2020 in that the Council has a statutory responsibility to provide anyone who is without accommodation temporary accommodation. The Scrutiny Committee was reminded of the Homelessness Seminar to be held on Thursday 11th March 2021.

Members discussed, challenged and scrutinised the information contained within the report.

The meeting closed at 6.03 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 20th April 2021, they were signed by the Chair.

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CHAIR



## HOUSING AND REGENERATION SCRUTINY COMMITTEE – 20TH APRIL 2021

**SUBJECT: HOUSING AND REGENERATION SCRUTINY COMMITTEE  
FORWARD WORK PROGRAMME**

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

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### 1. PURPOSE OF REPORT

- 1.1 To report the Housing and Regeneration Scrutiny Committee Forward Work Programme.

### 2. SUMMARY

- 2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholder.

### 3. RECOMMENDATIONS

- 3.1 That Members consider any changes and agree the final forward work programme prior to publication.

### 4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To improve the operation of scrutiny.

### 5. THE REPORT

- 5.1 The Housing and Regeneration Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on Tuesday 9<sup>th</sup> March 2021. The work programme outlines the reports planned for the period April 2021 to March 2022.
- 5.2 The forward Work Programme is made up of reports identified by officers and members. Members are asked to consider the work programme alongside the

cabinet work programme and suggest any changes before it is published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside any changes to the cabinet work programme or report requests.

- 5.3 The Housing and Regeneration Scrutiny Committee Forward Work Programme is attached at Appendix 1, which presents the current status as at 29<sup>th</sup> March 2021. The Cabinet Work Programme is attached at Appendix 2. A copy of the prioritisation flowchart is attached at appendix 3 to assist the scrutiny committee to determine what items should be added to the forward work programme.

#### 5.4 **Conclusion**

The work programme is for consideration and amendment by the scrutiny committee prior to publication on the council website.

### 6. **ASSUMPTIONS**

- 6.1 No assumptions are necessary.

### 7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 As this report is for information only an Integrated Impact Assessment is not necessary.

### 8. **FINANCIAL IMPLICATIONS**

- 8.1 There are no specific financial implications arising as a result of this report.

### 9. **PERSONNEL IMPLICATIONS**

- 9.1 There are no specific personnel implications arising as a result of this report.

### 10. **CONSULTATIONS**

- 10.1 There are no consultation responses that have not been included in this report.

### 11. **STATUTORY POWER**

- 11.1 The Local Government Act 2000.

Author: Mark Jacques, Scrutiny Officer [jacquem@carphilly.gov.uk](mailto:jacquem@carphilly.gov.uk)

Consultees: Dave Street, Corporate Director – Social Services and Housing  
Mark S. Williams, Corporate Director of Communities



Shaun Couzens, Chief Housing Officer, Communities  
Robert Tranter, Head of Legal Services/ Monitoring Officer  
Lisa Lane, Head of Democratic Services and Deputy Monitoring Officer,  
Legal Services  
Councillor Andrew Whitcombe Chair of Housing and Regeneration  
Scrutiny Committee  
Councillor Christine Forehead Vice Chair of Housing and Regeneration  
Scrutiny Committee

Appendices:

- Appendix 1 Housing and Regeneration Scrutiny Committee Forward Work Programme
- Appendix 2 Cabinet Forward Work Programme
- Appendix 3 Forward Work Programme Prioritisation Flowchart

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APPENDIX 1

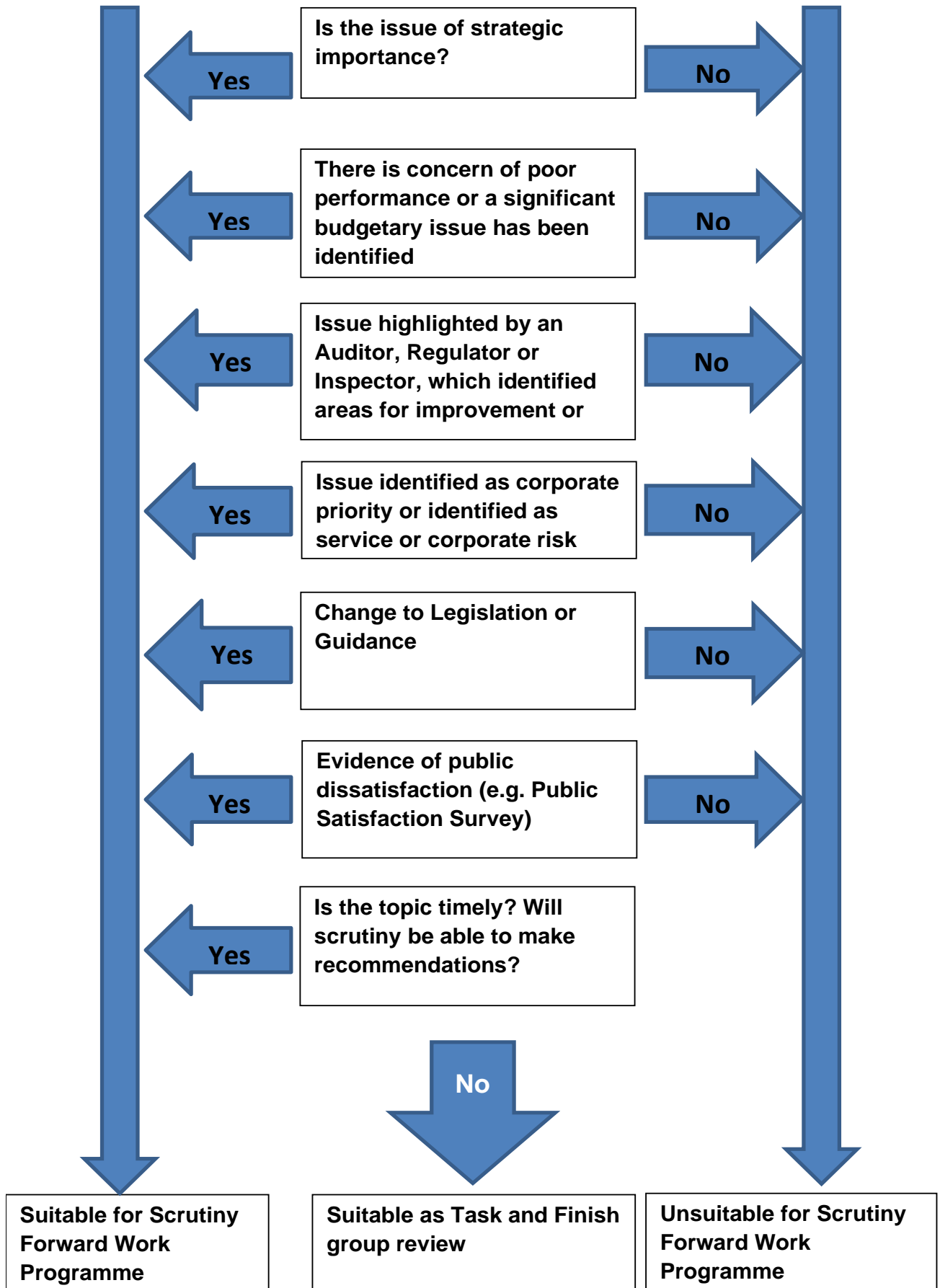
Forward Work Programme - Housing & Regeneration				
Date	Title	Key Issues	Author	Cabinet Member
20/04/21 17:30	Regeneration Project Board	To provide scrutiny committee with an overview of the projects being taken forward with the support of the regeneration project board and cabinet.	Kyte, Rhian; Dallimore, Allan;	Cllr. Morgan, Sean;
20/04/21 17:30	Information Item - Caerphilly Homes - Building Together Update		Roberts-Waite, Jane;	Cllr. Phipps, Lisa;
20/04/21 17:30	Information Item: Affordable Housing Monitoring – 6 monthly update	To provide members with a 6 monthly update in respect of the delivery of affordable across the County Borough	Kyte, Rhian;	Cllr. Phipps, Lisa;
08/06/21 17:30	Well-being objective 2 end of year update – enabling employment	To provide members with an update on progress made against Well-Being Objective 2.	Kyte, Rhian; Dallimore, Allan;	Cllr. Morgan, Sean;
08/06/21 17:30	Wellbeing Objective 3 – year end outturn		Jennings, Mark;	Cllr. Phipps, Lisa;
08/06/21 17:30	Oakdale School Development Proposals	Consider the development options presented by Willmott Dixon on behalf of Caerphilly Homes, on the basis of need and viability with regard to the site of the former Oakdale Comprehensive School. Key issues include, the creation of an eco village, climate resilience, energy efficiency, tenure mix, allotment provision, the inclusion of market sales, ambition to address fuel poverty and redefine social value.	Roberts-Waite, Jane;	Cllr. Phipps, Lisa;
20/07/21 17:30	Housing Revenue Account (HRA) Budget Outturn 2020/21	To identify current levels of expenditure and income. To identify any over or underspends and explain the reasons for these. To provide an update on current and projected levels of borrowing required to support the housing service.	Allen, Lesley;	Cllr. Phipps, Lisa;
07/09/21 17:30	Information Item - Directorate Performance Report – Caerphilly Homes Year End Report 2020/21	The Directorate Performance Assessment brings together a range of information and intelligence into one picture to answer the self-assessment question of 'how well are we performing and how do we know?'	Wilkins, Fiona;	Cllr. Phipps, Lisa;
19/10/21 17:30	Local Housing Strategy		Couzens, Shaun;	Cllr. Phipps, Lisa;

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Cabinet Forward Work Programme				APPENDIX 2
Date	Title	Key Issues	Author	Cabinet Member
21/04/21 10:30	EAS Business Plan 2021-22	The EAS is required to submit an annual overarching regional Business Plan on an annual basis. This report asks for members to consider the full contents of the draft EAS Business Plan as part of the regional consultation process.	Cole, Keri	Cllr. Whiting, Ross
21/04/21 10:30	Team Caerphilly Transformation Programme – 6 monthly update	To provide members with an update on progress against the Team Caerphilly Transformation Strategy	Richards, Sue	Cllr. Stenner, Eluned
21/04/2021 10:30	Corporate Performance Assessment Quarter 1/Quarter 2	To provide Cabinet with a high level performance update of the Council (from April – September 2020) based on the information from the Directorate Performance Assessments (DPA) for the same period.	Roberts, Ros; Richards, Sue	Cllr. Stenner, Eluned
21/04/2021 10:30	Regeneration Board Project Update	To recommend the allocation of up to £107k Regeneration Project Board Development Fund towards a recently endorsed and evaluated project and note the allocation of Licence to Innovate Funding for Coffi Vista, Caerphilly. To consider the allocation of additional funding for the Regeneration Project Board	Kyte, Rhian	Cllr. Morgan, Sean
21/04/2021 10:30	Cwmcarn Forest Drive	To consider a proposed collaborative approach with NRW to enable the reopening of the Forest drive	Hudson, Paul; Kyte, Rhian	Cllr. Morgan, Sean

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**Scrutiny Committee Forward Work Programme Prioritisation**



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## HOUSING AND REGENERATION SCRUTINY COMMITTEE – 20TH APRIL 2021

**SUBJECT: REGENERATION PROJECT BOARD – MONITORING  
REPORT 2020**

**REPORT BY: CORPORATE DIRECTOR FOR ECONOMY AND  
ENVIRONMENT**

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### 1. PURPOSE OF REPORT

- 1.1 To provide Scrutiny Committee with an overview of the projects being taken forward with the support of the Regeneration Project Board and Cabinet.

### 2. SUMMARY

- 2.1 On the 30<sup>th</sup> May 2018, Cabinet agreed that a Regeneration Project Board would be set up with a cross-party political representation of Councillors plus key officers. This group is supported by a Regeneration Assessment Panel consisting of officers from a range of service areas.
- 2.2 At the subsequent June 2018 Board meeting a Project Prioritisation Toolkit was approved for the Board to prioritise projects and this was subsequently agreed by Council on 17<sup>th</sup> July 2018.
- 2.3 The Regeneration Assessment Panel have met on numerous occasions to consider the prioritised list of capital projects, which have been identified by the Board to move to the Assessment Stage. Numerous projects have been endorsed with financial assistance provided (where necessary) from the Regeneration Project Board Development Funds.
- 2.4 In January 2019 Cabinet resolved to release £1.2m of reserves for the Regeneration Board prioritised projects, bringing the Total Development Fund budget allocation to £1.5m. To date, £1,392,200 has been allocated towards prioritised capital regeneration schemes, across the County Borough, leaving a residual balance of £107,800 from the total budget allocation.
- 2.5 Cabinet approval for the allocation of the residual £107,000 Regeneration Development Funds towards a scheme at Bedwas Bridge is subject of Cabinet consideration on the 21 April; and this report also asks Cabinet to note the allocation of £20,689.00 Licence to Innovate Funding for a Gelato Counter for Coffi Vista, Caerphilly.

### 3. RECOMMENDATIONS

- 3.1 That Scrutiny Committee notes the progress made on progressing significant regeneration schemes of strategic importance by the Regeneration Project Board to date.

### 4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To ensure Members of the Scrutiny Committee are sighted on the strategically important Regeneration Schemes being progressed by the Regeneration Project Board.

### 5. THE REPORT

#### Background

- 5.1 On the 30<sup>th</sup> May 2018, Cabinet agreed that a Regeneration Project Board be set up. The Terms of Reference of the Board were approved by Cabinet at the same meeting.
- 5.2 At the subsequent June 2018 Board meeting a Project Prioritisation Toolkit was approved for the Board to prioritise projects and this was subsequently agreed by Council on 17<sup>th</sup> July 2018. An Assessment Panel has been set up to assess each of the projects using this toolkit. The Assessment Panel is an internal Officer panel from a wide range of Service Areas set up specifically to assess prioritised strategic physical regeneration schemes.
- 5.3 The Assessment Panel has met several times to consider a list of previously prioritised capital projects. These, for the most part, have been evaluated and considered by the Regeneration Project Board before being presented to Cabinet for endorsement and funding (where required) from the available Development Funds.
- 5.4 Additional funding has been secured to enhance and supplement the Regeneration Project Board Development Fund. On the 30<sup>th</sup> January 2019 Cabinet resolved to release £1.2m of reserves for Regeneration Board Projects bringing the Total Development Fund budget allocation to **£1.5m**. This has allowed additional projects to be considered for development support, prioritisation and funding. It is estimated that the investment made to date by Cabinet through the development fund will potentially leverage circa **£98m** investment into the county borough.
- 5.5 Projects that have been assessed by the Panel and considered by the Regeneration Project Board, and subsequently by Cabinet are summarised in Table 1.

**Table 1: Schemes with an Agreed Funding Allocation:**

Capital Project	Tranche	Agreed Funding Allocation
Llanbradach Park & Ride	1	£150,000
Caerphilly Interchange	1	£0
Oakdale Business Park	1	£100,000
Park Lane, Caerphilly	1	£40,000
	<i>Sub Total</i>	<i>£290,000</i>

Ystrad Mynach Park & Ride	2	£0
Cwmcarn Forest Drive	2	£75,000
Pentrebane Street, Caerphilly	2	£37,500*
	<i>Sub Total</i>	<i>£112,500</i>
Masterplan for Public Sector Land in Ystrad Mynach	3	£0 (£30K requested but project deferred)
Ty Du, Nelson (design of additional)	3	£40,000
Penallta Colliery - Former Powerhall Building	3	£0 (£20K requested but project deferred)
Coach Facilities – Caerphilly Town Centre/Castle	3	£50,000
	<i>Sub Total</i>	<i>£90,000</i>
Llanbradach Park and Ride revisit	4 (Tran 1 revisited)	£200,000
Ystrad Mynach Park and Ride	4 (Tran 2 revisited)	£170,000
	<i>Sub Total</i>	<i>£370,000</i>
TRI Thematic (Urban Centre Property/Living Environment grant programme)	5	£20,000**
Cwm Ifor Solar Farm request	5	£0 (£30K requested but funds taken from Council Reserves)
WG TRI Town Centre Covid-19 Response.	6	£142,700
WG TRI Bid – Caerphilly Place Making Plan	6	£126,000
Oakdale Business Park – Plateau 1.	6	£85,000
Caerphilly Workmen’s Hall & Institute.	6	£110,000
Cwm Ifor Solar Farm	6	£46,000
	<i>Sub Total</i>	<i>£509,700</i>
Regeneration Project Board Development Funds		£1,392,200
<b>Residual balance</b>		<b>£107,800</b>

\* As per recommendation (iv) of the Exempt Report considered by Cabinet on the 2<sup>nd</sup> October 2019, a budget allocation of £37,500 towards this prioritised project was endorsed.

\*\* As per recommendation (iii) of the Cabinet Report considered by Cabinet on the 29<sup>th</sup> January 2020, a budget allocation of £20,000 towards this project activity was endorsed.

- 5.6 To date, £1,392,200 has been allocated towards prioritised capital regeneration schemes, across the County Borough as outlined. A residual balance of £107,800 from the total budget allocation remains available to the Board.
- 5.7 Cabinet approval for the allocation of the residual £107,000 Regeneration Development Funds towards feasibility work for the highway improvement scheme at Bedwas Bridge is subject of Cabinet consideration on the 21 April; Importantly this Cabinet report also seeks further funding for the Development Fund to maintain the momentum that has been achieved to date by the Regeneration Project Board.
- 5.8 In December 2020 Cabinet approved the Council's Commercial and Investment Strategy and resolved that a further £50,000 from the Education and Corporate Services reserves be approved to progress Licence to Innovate ideas via the Regeneration Project Board. A Transformation Assessment Panel comprising relevant officers has been set up to vet projects prior to their formal consideration by the Board and thereafter Cabinet. The first project approved through this process is also contained in the Cabinet report which will be considered by Members on 21 April. Specifically, the report requires Members to note the allocation of £20,689.00 of the Licence to Innovate Funding for a Gelato Counter for Coffi Vista, Caerphilly.

## **6. ASSUMPTIONS**

- 6.1 This report assumes that the identified projects, will be developed further and where applicable implemented, with assistance from appropriately sourced and secured external funding and with delivery partners where relevant.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 This is an information only item and therefore a completed IIA is not necessary at this stage.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 As detailed throughout the report.

## **9. PERSONNEL IMPLICATIONS**

- 9.1 There will be a requirement for Officers from Regeneration & Planning, Transportation & Infrastructure, Corporate Policy, Housing and Corporate Services Divisions within the Authority to dedicate human resources to the project activities outlined in order to progress them, the level of which depends on the status of each project. Otherwise, there are no personnel implications arising from this report.

## **10. CONSULTATIONS**

- 10.1 All consultation responses are reflected in the report.

## **11. STATUTORY POWER**

11.1 The Planning and Compulsory Purchase Act 2004

11.2 Local Government Acts.

11.3 Town and Country Planning Act 1990

Author: Rhian Kyte, Head of Regeneration & Planning

Consultees: Cllr Sean Morgan, Cabinet Member for Finance, Performance and Planning  
Cllr Andrew Whitcombe, Chair of Housing and Regeneration Scrutiny Committee  
Cllr Christine Forehead, Vice Chair of Housing and Regeneration Scrutiny Committee  
Mark S. Williams, Corporate Director for Economy and Environment  
Marcus Lloyd, Head of Infrastructure  
Allan Dallimore, Regeneration Services Manager  
Stephen Harris, Head of Financial Services & S151 Officer  
Robert Tranter, Head of Legal Services/Monitoring Officer  
Lynne Donovan, Head of People Services

Appendices: None

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