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Date: 22nd October 2014

Dear Sir/Madam,

A meeting of the **Regeneration and Environment Scrutiny Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 28th October, 2014** at **5.30 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

Chris Burns
INTERIM CHIEF EXECUTIVE

A G E N D A

- 1 To receive apologies for absence.
- 2 Declarations of Interest
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on 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: -

- 3 Special Regeneration and Environment Scrutiny Committee held on 4th September 2014 (minute nos. 1 - 3).
- 4 Regeneration and Environment Scrutiny Committee held on 16th September 2014 (minute nos. 1 - 13).

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- 5 Special Regeneration and Environment Scrutiny Committee held on 1st October 2014 (minute nos. 1 - 3).
- 6 Consideration of any matter referred to this Committee in accordance with the call-in procedure.
- 7 To receive a verbal report by the Cabinet Member(s).

To receive and consider the following Cabinet reports*: -

- 8 Revision of Cemetery Regulations - 17th September 2014.
- 9 CCBC Local Development Plan (First Review) up to 2031: Population and Household Growth - 1st October 2014.
- 10 Local Development Plan - Annual Monitoring Report 2014 - 1st October 2014.

** If a member of the Scrutiny Committee wishes for any of the above Cabinet reports to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 a.m. on Monday, 27th October 2014.*

To receive and consider the following Scrutiny reports:-

- 11 Communities First Project Delivery 2013/14.
- 12 'The Value of Historic Places' Conservation Strategy for the Historic Environment 2014-2019.
- 13 Strategic Review of Leisure Facilities (With Presentation).
- 14 Leisure Centres - Management Options.
- 15 To record any requests for an item to be included on the next available agenda.

To receive and note the following information items*:-

- 16 Budget Monitoring and Trading Account Report 2014/2015.
- 17 Voluntary Sector Liaison Committee Minutes - 17th September 2014.

** If a member of the Scrutiny Committee wishes for any of the above Information Items to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 am on Monday, 27th October 2014.*

Circulation:

Councillors Mrs E.M. Aldworth (Vice Chair), J. Bevan, Mrs A. Blackman, C.J. Cuss, D.T. Davies (Chair), R.T. Davies, N. Dix, C. Elsbury, R.W. Gough, Ms J.G. Jones, S. Kent, Ms P. Leonard, M.J. Prew, Mrs D. Price, A. Rees and Mrs E. Stenner

And Appropriate Officers



SPECIAL REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON THURSDAY, 4TH SEPTEMBER 2014 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies - Chair
Councillor Mrs E.M. Aldworth - Vice-Chair

Councillors:

J. Bevan, Mrs A. Blackman, C.J. Cuss, C. Elsbury, R.W. Gough, Ms J.G. Jones, S. Kent, Mrs P. Leonard, M.J. Prew, Mrs D. Price, A. Rees.

Cabinet Members:

K. James (Regeneration, Planning and Sustainable Development), D.V. Poole (Community and Leisure Services), T.J. Williams (Highways, Transportation and Engineering).

Together with:

S. Aspinall (Acting Deputy Chief Executive), R. Hartshorn (Head of Public Protection), C. Edwards (Environmental Health Manager), M. Lewis (Principal Catering Officer), J. Morgan (Trading Standards, Licensing and Registrars Manager), K. Peters (Community Safety Manager), J. Jones (Democratic Services Manager) and R. Barrett (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R.T. Davies, N. Dix and Mrs E. Stenner.

2. DECLARATIONS OF INTEREST

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

REPORTS OF OFFICERS

Consideration was given to the following report.

3. PUBLIC PROTECTION DIVISION MEDIUM FINANCIAL PLAN 2015/16 AND 2016/17 – ITEMS FOR CONSIDERATION

Sandra Aspinall, Acting Deputy Chief Executive, introduced the report, with Members reminded that this meeting continued the round of special Scrutiny meetings relating to the budget planning process for 2015/16 and 2016/17.

The report sought Members' comments on the suggested Medium Term Financial Plan (MTFP) contributions from the Public Protection division, containing a range of savings options and efficiencies for this area, in accordance with the Cabinet report of 16th April 2014 ("Next Stages of the MTFP – 2015/16 & 2016/17").

Members were advised that the report contained a number of options relating to discretionary areas, with the aim to seek their initial views on the savings and efficiencies for the next two financial years. It was reiterated that Members were not being asked to determine cuts to services at this meeting, and that definitive proposals would emerge at a later point in 2014 for consideration at that time.

Rob Hartshorn, Head of Public Protection, presented the report detailing options for savings and efficiencies for his area. Four discretionary service areas for review had been identified, namely the Community Safety CCTV Control Room, Community Safety Wardens, the Health Improvement Team and Civic Catering, with full details of each option included in the report.

In addition, the discretionary element of school meal provision was considered in the report, together with options relating to discretionary savings on statutory services, as well as detailing savings arising in 2015/16 from proposals already implemented. The proposals for each of these areas were detailed in turn, together with contributions from Officers within the Public Protection Management Team.

The first element of savings options for the Public Protection division related to the Community Safety CCTV Control Room. The Head of Public Protection detailed the current remit of the service and outlined to Members the work carried out by CCTV Control Room staff. It was explained to Members that there had been significant investment to the service, with £200,000 investment in the CCTV system over the last 3 years and a £75,000 upgrade to the monitoring system carried out in the current year.

The report outlined 4 savings options for consideration, which included closing the CCTV control room, retaining CCTV cameras in main towns only, introducing single staff night shifts Sunday-Thursday, removing the CCTV Mobile Vehicle Operator post, and moving the CCTV image data transfer from BT lines to the Public Sector Broadband Aggregation (PBSA) network. Estimated savings ranged from £5,500 to £515,000 depending on the option selected, with the impact of each of these options outlined to Members.

A query was raised regarding the recharging of Gwent Police for costs associated with CCTV requests and enquiries. The Head of Public Protection explained that the value of this service to the police force had been recognised and thus he had recently written to Gwent Police to explore the matter further. He added that, however, the force were facing their own budgetary restrictions and anticipated that they would also be dealing with similar recharge requests from other local authorities. Members requested that the Head of Public Protection and Cabinet Member for Community and Leisure arrange to meet with Gwent Police to confirm their position

Kath Peters, Community Safety Manager, confirmed with Members that the quality of CCTV images would not be affected by a move to the PBSA network. She explained that there would be a slight delay in the transfer of images but that the network was successfully utilised by a number of other authorities. It was explained that the system used less storage and was more flexible, allowing for the use of additional CCTV cameras.

Concerns were raised regarding the impact of the proposal to decommission CCTV cameras in smaller towns and villages and queried whether it would be possible to turn them back on once taken out of use. The Community Safety Manager confirmed that the cameras could not be left in situ as this would be contrary to the Information Commissioner's guidelines and therefore the cameras would have to be removed if they were decommissioned. Members were also advised that any subsequent replacement cameras might have to be updated in line with new technology.

Members queried the possibility of consulting on the proposed options with external partners such as Gwent Police, using the Crime and Disorder Scrutiny Committee as an appropriate forum. It was clarified that the role of that Committee was to scrutinise the Safer Caerphilly Community Safety Partnership outcomes, whereas the Policy and Resources Scrutiny Committee scrutinises internal Council services. The possibility of selling Community Safety CCTV services to the private sector was also queried by Members, with Officers confirming that this was a possibility that could be explored further.

Following discussion of the proposals, Members felt unable to support Option 1 (close the CCTV Control Room), Option 2 (Remove the CCTV Mobile Vehicle Operator Post), Option 3 (Single staff night shifts Sun-Thurs), and Option 4 (remove CCTV mobile vehicle operator post). Members requested an update on the bid for capital funding to implement Option 5 (move image data transfer to PSBA network).

The next element of suggested savings related to Community Safety Wardens and proposed three options for Members' consideration – withdraw the Community Safety Warden Service completely, reduce Community Safety Warden cover by withdrawing service on Sundays, or reduce Community Safety Warden service by reducing shift coverage. Estimated savings ranged from £40,000 to £355,000.

Members were advised of the significant community role carried out by the Community Safety staff, with the impact and effect of each of the three options proposed outlined to Members. It was advised that whilst the Authority had a statutory duty to address crime and disorder issues, the supply of Community Safety Wardens was not a statutory requirement.

Members discussed the proposals in detail and praised the work of the Community Safety Wardens, adding that they provided a valued service within the county borough and that they would not wish to see a reduction in staffing to the service.

The proposed option to withdraw the Sunday service was queried, with Members asking how this could impact on weekend events such as the Big Cheese. It was explained that any associated costs and arrangements, including that of alternative safety provision, would be outlined to Members at a subsequent MTFP meeting, should this proposal be taken forward for future consideration.

Members queried the reduction of staff hours outlined within Option 3 (to reduce the service by altering shift patterns). The Head of Public Protection clarified that such a reduction could be implemented in a number of ways and that discussions would firstly need to take place with staff and their trade union representatives. Officers also clarified the current shift patterns and the types of community engagement carried out by the Community Safety Wardens.

Following detailed discussion of the proposals, Members established that they did not want to lose the Community Safety Warden service and wished for it to remain in its current format. They therefore felt unable to support the 3 options listed (withdraw the Community Safety Warden Service completely, reduce cover by withdrawing Sunday service, and reduce the service by altering shift patterns). Members understood that consultation would take place between staff and trade unions regarding Options 2 and 3 if implemented.

The next element of savings options related to the Health Improvement Team, with the Head of Public Protection detailing the various health issues within the county borough and the work of the Health Improvement Team in co-ordinating strategies to address these problems. Members were informed that part of the Team's remit of work includes the promotion of the corporate health agenda to improve the health and well-being of CCBC employees.

The option within the report was outlined whereby the non-grant funded Health Improvement Officer posts be deleted, which would bring about savings of £150,000. It was explained to Members that there were originally 3.6 full-time-equivalent posts for consideration within the report but that a vacancy had since arisen in the team for the 0.6 post. Members were advised that the deletion of the 0.6 element only would bring about a saving of £22,000.

Ceri Edwards, Environmental Health Manager, added that the Health Improvement Team were very dedicated and skilled and were responsible for strategically setting their own improvement objectives and workloads. She outlined a number of examples of the work of the Team, and detailed an instance when the Team were carrying out corporate health screening and had identified that an employee was suffering from a potentially life-threatening health condition. Members were informed that in addition to improving lifestyles and engaging with communities, the Team were also tackling the issue of lower life expectancy in certain areas of the county borough.

Discussion of this proposal ensued and Members made reference to the impending Public Health and Future Generations Bills detail in the report. It was clarified that the new Bills would introduce new legislation and subsequently increased responsibilities for health and well being for the Council. It was also confirmed that the Team did not anticipate that there would be any additional funding to address the new legislation.

Members queried if additional staff would have to be recruited to deal with the new legislation if the non-funded Health Improvement posts were to be deleted, with it confirmed that it was likely that such legislation would have to be dealt with at a strategic level by other Officers.

Members also queried whether the Health Improvement Team could continue to function with the deletion of the 0.6fte non-funded vacant post, and the Environmental Health Manager confirmed, that whilst the increased workload would be difficult for the Team to absorb, deletion of that post would be preferable over losing the rest of the non-grant funded posts.

Following discussion of the proposal, Members queried whether all the information associated with this savings option had been reflected in the report and requested further information in regards to the proposal to deleting the non-grant funded Health Improvement Officer posts. Data was requested to demonstrate the impact of the work of the Team on local health issues and challenges (such as smoking cessation rates). The Head of Public Protection explained that the work of the Team incorporated a wide range of approaches and arranged for this information to be provided to Members ahead of the next special MTFP Scrutiny meeting.

The final element of suggested savings in discretionary services related to Civic Catering, with the Head of Public Protection outlining the current catering service provided to staff at Penallta House and Pontllanfraith House. Members were informed that over 26,400 transactions take place on an annual basis, with the service also providing catering for in-house meetings and functions, together with the maintenance of facilities to enable staff to bring in their own food.

The report proposed 4 options for consideration, including the closure of the staff restaurants within Penallta House and Pontllanfraith House, removing the hot lunch provision in Penallta House Staff Restaurant, increasing staff restaurant prices, and the franchising out of Civic Catering. Achievable savings would be between £12,000 and £142,000, with the impact of each of these proposals outlined to Members.

Marcia Lewis, Principal Catering Officer, added that Civic Catering was valued by Council employees and visitors alike, and that the service was held up as an example of high standards within the Authority.

Members discussed the proposed options and queried whether Option 4 (franchise out Civic Catering) would guarantee the retention of the staff. It was confirmed that this would be dependant on the tender specifications but that TUPE arrangements would apply in the event of a like-for-like service. It was explained that the contents of any such franchise agreement would depend on the requirements of the organisation.

It was suggested that an overview of the number of people who used the service and who brought their own lunches to work would be useful, and Members queried if consultation had been undertaken with staff with regards to the service provision. Officers clarified around 28,000 transactions were carried out in 2014 compared to 32,000 in 2013 and that that consultation regarding the Civic Catering service took place with staff on an annual basis via a customer satisfaction survey, with a high rate of satisfaction recorded. It was confirmed that the response rate was very high and Officers arranged to provide this figure to Members.

It was queried whether the MTFP proposal to consider the closure of Pontllanfraith House as a savings efficiency would have an impact on the Civic Catering proposals. Officers confirmed that similar situations with the closure of corporate buildings had been experienced before (such as Hawtin Park) and that a cost element would be involved in the redeployment of staff. It was explained that as the contracted hours and terms of employment of Civic Catering staff differed to that of other catering staff, redeployment of these staff was not as straightforward as redeploying school-based catering staff.

Reference was made to the proposal to increase staff restaurant prices by 5% in 2015/16. There had been a price increase of 5% for 2014/15 and Officers confirmed that so far this year transactions had decreased slightly, but that extenuating factors such as strike action and warm weather had to be taken into account, and that the final figure would be known at the end of the year.

Following detailed discussion of the proposals, Members felt that the Civic Catering service should be retained but requested further information in regards to the 4 options detailed (close staff restaurants, remove hot lunch provision at Penallta House, increase staff restaurant prices, and franchise out the service), including the impact of the MTFP proposal to close Pontllanfraith House. Members also requested information on the overall running costs of the Civic Catering service.

The final set of proposals outlined in the report related to savings options within statutory services, namely additional income from Pest Control, increasing Licensing Fees, increasing Registration Service Fees, and increasing school meal prices. These suggested savings totalled £55,000. The Head of Public Protection presented each of the options in turn which were then discussed in detail by Members.

With regards to pest control, Officers confirmed that additional income opportunities had arisen as a result of contract arrangements and therefore a further additional income of £10,000 was projected.

Discussion took place regarding licensing fees, with Members querying the level of the proposed increase, which would bring about a saving of £8,000. Jacqui Morgan, Trading Standards, Licensing and Registrars Manager, clarified that an exercise had begun at the start of the year assessing the cost to the authority in providing the various types of licences and clarified the difference between locally set fees and those that are set centrally. A detailed report on proposed licence fees for 2015/16 would be submitted to the Licensing Committee and then Council and would include statutory consultation with the taxi trade.

Members noted the additional £10,000 income generated by Pest Control for 2015/16 and unanimously endorsed the proposals to increase Licensing and Registration Service Fees.

The report also proposed an increase in school meal prices for 2015/16, with Officers explaining that a 5% increase had been agreed during the last academic year, which had been introduced from Autumn 2014. It was explained that therefore this would bring about a saving of £27,000 in the financial year 2014/15 and £27,000 in the financial year 2015/16. It was proposed that a further 5% increase be introduced for the academic year 2015/16, which would realise total savings of £54,000 over the financial years 2015/16 and 2016/17.

Officers also clarified the current price of a school meal (£1.85 in primary schools and £2.15 in secondary schools) and the number of free breakfast clubs (69 in the borough).

Members raised concerns regarding the proposed further increase of 5% in school meal prices from Sept 2015, and asked for further information to be provided, including comparative data on the uptake of school meals since the price increase of Sept 2014.

Members noted the additional £27,000 saving for 2015/16 generated by the increase in school meal prices for 2014/15.

The meeting closed at 7.37 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 28th October 2014 they were signed by the Chair.

CHAIR



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY, 16TH SEPTEMBER 2014 AT 5.30 P.M

PRESENT:

Councillor D.T. Davies - Chair
Councillor Mrs E.M. Aldworth - Vice-Chair

Councillors:

J. Bevan, Mrs A. Blackman, C.J. Cuss, R.T. Davies, N. Dix, C. Elsbury, Ms J.G. Jones, S. Kent, M.J. Prew, Mrs E. Stenner

Cabinet Members:

K. James (Regeneration, Planning and Sustainable Development), D.V. Poole (Community and Leisure Services)

Together with:

S. Aspinall (Acting Deputy Chief Executive), P. Elliott (Head of Regeneration and Planning), R. Hartshorn (Head of Public Protection), M.S. Williams (Head of Community and Leisure Services), R. Kyte (Team Leader Strategic and Development Planning), M. Lloyd (Highway Operations Group Manager), J. Jones (Democratic Services Manager) and R. Barrett (Committee Services Officer)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R.W. Gough, Mrs P. Leonard, Mrs D. Price and A. Rees, together with Cabinet Member T.J. Williams (Highways, Transportation and Engineering).

The Chair congratulated Councillor Mrs D. Price on her recent wedding and Members wished her health and happiness for the future.

2. DECLARATIONS OF INTEREST

Councillors Mrs E. Aldworth, J. Bevan, Mrs A. Blackman, D.T. Davies, R.T. Davies, C. Elsbury, S. Kent, and Mrs E. Stenner declared an interest in Agenda Item 14 as Community Councillors.

As there were no recommendations being determined on this item, Members were not required to leave the meeting room and were able to participate fully in the debate.

3. MINUTES – 12TH JUNE 2014

RESOLVED that the minutes of the Special Regeneration and Environment Scrutiny Committee meeting held on 12th June 2014 (minute nos. 1 - 3, on page nos. 1 - 7) be approved as a correct record and signed by the Chair.

4. MINUTES – 1ST JULY 2014

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 1st July 2014 (minute nos. 1 - 11, on page nos. 1 - 6) be approved as a correct record and signed by the Chair.

5. MINUTES – 30TH JULY 2014

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 30th July 2014 (minute nos. 1 - 3, on page nos. 1 - 9) be approved as a correct record and signed by the Chair.

6. CALL-IN PROCEDURE

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

7. CABINET REPORTS

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

8. REPORT OF THE CABINET MEMBERS

The Scrutiny Committee received reports from Cabinet Members D.V. Poole and K. James. Councillor Poole also presented a report on behalf of the Cabinet Member for Highways, Transportation and Engineering, Councillor T.J. Williams.

Councillor D.V. Poole, Cabinet Member for Community and Leisure Services, informed Members that waste is now being delivered to Prosiect Gwyrdd which represents an interim arrangement and enables the operator to commission the plant fully. In regards to the waste transfer facility at the Ty Duffryn site, the planning application is being collated for submission at the end of September. Running in parallel with this process will be a community engagement exercise which will be managed jointly by staff from Community and Leisure Services and Corporate Communications.

The Authority has obtained the White Ribbon Campaign's organisational status following application earlier in the summer. The campaign seeks to end men's violence against women by challenging attitudes and behaviour, and Cabinet Members D.V. Poole and Christine Forehead have agreed to act as Domestic Abuse Champions for the Authority. Members were also advised that it is the 10-year anniversary of the Community Safety Warden Service, with a small commemorative event to be held at Penallta House on 18th September 2014. Finally, the Cabinet Member welcomed back Lewis Girls Comprehensive into the in-house catering provision after 12 years absence and as the 3rd Comprehensive School to return to the service in just over 2 years.

Members were pleased to note the Prosiect Gwyrdd arrangements and queried the consultation process for the waste facility at the Ty Dyffryn site. Officers confirmed that a public engagement exercise would take place, including letters to local residents and an exhibition to be displayed in the main Council Offices. Subject to planning permission and successful consultation, it was anticipated that the new facility would open within the next 12 months.

Councillor K. James, Cabinet Member for Regeneration, Planning and Sustainable Development, informed Members of the opening of the Cognation Mountain Bike project at Cwmcarn Forest Drive by the Minister for Economy, Science and Transport on Friday 19th September. The project has seen the development of new changing rooms and retail unit, a new 'pump track', downhill course and new 15km cross country trail.

With regards to local events in 2014, the Caerphilly 10K event saw a 30% increase in participation compared to 2013. and the Big Cheese attracted over 50,000 visitors, with a number of retailers staging their own events to take advantage of the footfall. Park and Rise usage and town centre footfall for the Big Cheese also increased on previous years, with visitors from as far away as Belgium. Plans are now underway for a programme of Christmas Events across the Authority.

The Cabinet Member advised the Committee that STEAM (Scarborough Tourism Economic Activity Monitor) figures for 2013 show that the value and volume of tourism to the county borough increased by around 3% over 2012 with tourism expenditure in the county borough now exceeding £100m. Car parking charges in country parks have recently been introduced, successfully raising over £5000 in under four weeks as part of the Authority's Medium Term Financial Plan strategy. The Local Development Strategy for the Rural Development Plan, which identifies themes for the next 7 years, is progressing well and will be submitted by 30th September. Bids will also be submitted by this date towards the current grants programme from Natural Resources Wales.

The Cabinet Member responded to queries and confirmed that following a slight initial decrease following the introduction of parking charges, visitor numbers were now higher than before. Officers clarified the enforcement procedures, with it confirmed that the total income raised from the new charges would become apparent within the next calendar year. The future of the Big Cheese event was queried and it was explained that proposals relating to this would be presented at the next special Regeneration and Environment Scrutiny Committee meeting on 1st October 2014. The impact of tree-felling plans at Cwmcarn Forest Drive was also queried and it was explained that it was only the forest drive road itself that would be closed, with all other facilities remaining open for business.

The report from Cabinet Member T.J. Williams advised Members that Officers are working on the Council's statutory Local Transport Plan (LTP) which will set out the local transport schemes and priorities necessary over the next 5 years from April 2015. A draft plan will be issued for public and statutory consultation over the next few weeks, and will be submitted to the Welsh Government by January 2015 following Members' approval.

The Authority's Winter Maintenance Plan has been circulated and all Members were reminded that the MTFP will present significant challenges that could impact on the winter maintenance service delivery. It was advised that the Authority is fully stocked with over 10,000 tonnes of salt, which should be sufficient for an average winter. Anti-slip surfaces have also been replaced on five footbridges and have been well-received by users.

REPORTS OF OFFICERS

Consideration was given to the following reports.

9. MEDIUM TERM FINANCIAL PLAN – MAINTENANCE OF COMMUNITY SCHEMES FUNDING

Rob Hartshorn, Head of Public Protection, presented the report, which sought Members' comments on a range of savings options relating to the Maintenance of Community Schemes budgets. These savings options were provided as part of the wider Medium Term Financial Plan (MTFP) contributions in accordance with the Cabinet report of 16th April 2014 ("Next Stages of the MTFP – 2015/16 & 2016/17").

The Community Schemes Budget, currently comprising of ten individual schemes, provides funding for a wide variety of initiatives within communities, including maintenance and repair work, planting projects and playgrounds. The report presented Members with two options for consideration – deletion of the full Community Schemes Budget of £252,000, or reduction of the budget via some of the individual schemes. Full details of these options and the implications for each were appended to the report.

Following consideration of the report, Members were unable to support the deletion of the complete Community Schemes Budget and duly considered each of the individual schemes in turn.

Members considered the proposal to delete the Community Response Team, who are responsible for tidying areas, painting and minor repairs, with the majority of their work within the town centres. Deletion of this scheme would bring about a saving of £100,000. Members raised concerns that removal of the scheme could impact on the appearance of town centres and queried whether these duties could be absorbed by other departments. Officers confirmed that whilst this was feasible, other maintenance tasks such as road repairs would have to take priority in the interests of health and safety.

Following discussion of this proposal, Members felt that the total budget for the Community Response Team should be retained and requested that consultation on the impact of this proposal be carried out with town and community councils

The next proposal considered was to cease contribution to Urban Renewal for town centre improvement works, which is used to carry out work items identified on the regular environmental audits as part of the Town Centre Improvement Group, and also assists in match funding small to medium improvement projects in the town centre. This proposal would bring about a saving of £20,000. Members raised concerns regarding the impact that deletion of the scheme could have on town centres and their management groups and were subsequently unable to support this option.

The proposal to cease funding to Community Partnerships was considered, which would bring about a saving of £20,000. This budget has traditionally been used to deliver small schemes identified by Community Partnerships and has also been utilised as match funding for externally funded activities such as play parks and skateboard parks. Following consideration of this proposal, Members requested further information regarding the maintenance of existing projects, together with plans for future projects and community partnerships.

The next proposal related to the deletion of the Litter Bins budget, which is utilised by Economic Development to improve/enhance town centre bin provision or replace bins. If there is no pressing need in this area it is used to satisfy requests for replacement or additional bins. Deletion of this budget would result in a saving of £7,000. Members raised concerns regarding the impact of this proposal on town centres and felt that the budget should be retained, requesting consultation on this matter with town and community councils.

Members considered the proposal to delete the contribution to the Invasive Plant Species Officer post within the Authority, which would bring about a saving of £15,000. Members felt that the contribution towards this specialist post should be retained and were unable to support this option.

The Parks Allocation to Cemeteries and Parks budget was considered, which is used to maintain a number of areas over and above the core maintenance budget, such as renewal of fencing, replacement of footpaths and installation of drainage. In this regard a list of examples of schemes that have been funded as a result of this allocation was included in the report. Deletion of this budget would bring about a saving of £40,000. Members discussed the proposal and felt that this funding should be retained.

Members considered the contribution to the Living Environment Partnership, Local Environmental Quality Small Grants Fund. 8 projects were supported from this fund in 2014/15, with their aims to enhance the local environment within the county borough. This proposal would bring about a saving of £10,000. Members felt that this scheme should be retained.

The contribution to the Probation Service for Community Payback was considered, which would bring about a saving of £10,000 if deleted. Members were advised that if the arrangement was withdrawn that there would be no graffiti removal service and that the responsibility for such removal would fall back to building owners. The graffiti removal vehicle purchased in 2012 would also be sold. Members discussed the effects of withdrawing the service and felt that it was important that this scheme be retained.

Members considered the Allotment Strategy Implementation which would bring about a saving of £5,000 if deleted. The scheme is used as a method of absorbing the increasing public demand on allotment provision and Members supported the retention of this scheme.

The last scheme for consideration was the maintenance budget for Community Schemes, which is used to cover essential inspection, general maintenance and small scale replacement of playground and associated equipment in areas originally funded by external bodies to local community groups and partnership teams. Deletion of this allocation would save £10,000. Members raised concerns in regards to the health and safety implications if this funding was withdrawn, together with the impact of possible closure of these schemes, and felt that this funding should be retained.

10. CAERPHILLY COUNTY BOROUGH LOCAL DEVELOPMENT PLAN (FIRST REVIEW) UP TO 2031: POPULATION AND GROWTH OPTIONS

Rhian Kyte, Team Leader Strategic and Development Planning, presented the report, which sought the views of Members on the proposed level of population and household growth to be included in the Preferred Strategy, to underpin the first review of the Caerphilly County Borough Local Development Plan up to 2031, prior to its presentation to Cabinet and thereafter Council.

The report detailed key assumptions that determine the future level of population and housing growth to be accommodated in the county borough, in particular the level of births, deaths and net migration. Members were informed of the stakeholder engagement undertaken to date for the review of the LDP and how this work has influenced the population and household growth scenarios presented for consideration in this report.

The Committee's views were sought on the use of population and household growth scenario M as a basis for the preparation of the Preferred Strategy, which will be considered by Council in early 2015. Members considered the Population and Household Growth Scenarios detailed within the report and discussed with Officers the impact of the potential release of greenfield sites, which was detailed in the stakeholder engagement responses to Scenario M.

A number of queries were raised by Members, particularly in relation to section 4.33 of the report, which detailed the land use implications of Scenario M and recommended an annual house-building rate of 600 dwellings per annum, equating to 12,000 new dwellings over the plan period.

Members queried the number of builds that would be allocated to social housing and Officers confirmed that this was dependant on a number of factors, including the locality of these builds. Following Members' comments, it was confirmed by Officers that locality of transportation links were also a key part of the Preferred Strategy.

Concerns were raised regarding the assessment criteria that would be used to determine the land allocation for housing builds and Officers confirmed that all existing land allocations would be revisited to ensure they were still appropriate to the Caerphilly County Borough Local Development Plan. Members referenced section 4.34 of the report which named a number of locations within the Authority and it was confirmed by Officers that these were provided as examples in order to visualise the size of the 231 hectares detailed in Scenario M of the Preferred Growth Option. Members were invited to contact Rhian Kyte or a member of her team if they had any future queries or comments in relation to the Plan.

It was moved and seconded that the recommendations in the report be forwarded to Cabinet and thereafter Council for approval. By a show of hands, this was unanimously agreed.

RECOMMENDED to Cabinet that:-

- (i) Population and Household Growth Scenarios A, B, E, H and M be subject to further consideration by stakeholders as part of the pre-deposit public consultation stage of the review process;
- (ii) Population and Household Growth Scenario M be used as the Preferred Growth Option and as a basis to underpin the Preferred Strategy for the Caerphilly County Borough Local Development Plan (First Review) up to 2031.

11. LOCAL DEVELOPMENT PLAN – ANNUAL MONITORING REPORT 2014

The report outlined the contents of the Caerphilly County Borough Local Development Plan 2014 Annual Monitoring Report (AMR) for Members' consideration, prior to its referral to Cabinet and thereafter Council. Members were advised of the conclusions of the 2014 Annual Monitoring Report, with the 2014 AMR recommendations as follows:-

- R1 The 2014 Annual Monitoring Plan has indicated that substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan up to 2021 and that the Development Strategy is being effective.
- R2 That limited greenfield release be considered on sites that are acceptable in planning terms in order to address the lack of a five year land supply in the short term.
- R3 That the First Review of the Caerphilly County Borough Local Development Plan continue to be progressed in line with the Welsh Government and Council Agreed Delivery Agreement (13th February 2014).

Members raised concerns with regard to Recommendation 2 of the Annual Monitoring Report, particularly in view of the impact this could have on the release of greenfield sites within the Authority. Officers confirmed that any such potential releases would be determined on their individual merit following a detailed assessment of the sites against the Caerphilly County Borough Local Development Plan and taking into account all other planning and material considerations.

Members considered and noted the findings of the 2014 Annual Monitoring Report and the implications of the recommendations detailed therein. It was moved and seconded that the recommendations in the report be forwarded to Cabinet and thereafter Council for approval. By a show of hands, this was unanimously agreed.

RECOMMENDED that:-

- (i) The 2014 Annual Monitoring Report be referred to Cabinet for consideration;
- (ii) The 2014 Annual Monitoring Report be submitted to the Welsh Government before the deadline of 31st October 2014.

12. REQUESTS FOR REPORTS TO BE INCLUDED ON THE NEXT AVAILABLE AGENDA

1. Councillor C. Cuss requested a report on the advantages/disadvantages of setting up a trust to manage Leisure Centres.

13. INFORMATION ITEMS

The Committee noted the following items for information, full details of which were included within the Officers reports. There were no items brought forward for review.

- (1) Various Waste Management Issues.
- (2) Bryn Compost Liaison Group Minutes – 3rd June 2014.
- (3) Grants to the Voluntary Sector Panel Minutes – 16th July 2014.
- (4) Voluntary Sector Sub-Committee Minutes – 18th June 2014.
- (5) Bargoed Town Centre Management Group Minutes – 21st May 2014.
- (6) Blackwood Town Centre Management Group Minutes – 16th May 2014.
- (7) Caerphilly Town Centre Management Group Minutes – 3rd June 2014.
- (8) Risca Town Centre Management Group Minutes – 24th June 2014.
- (9) Ystrad Mynach Town Centre Management Group Minutes – 15th July 2014.
- (10) Summary of Members' Attendance – Quarter 1 – 8th May 2014 to 30th June 2014.
- (11) Regeneration and Environment Scrutiny Committee Forward Work Programme.

The meeting closed at 8.16 pm

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 28th October 2014 they were signed by the Chair.

CHAIR

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SPECIAL REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON WEDNESDAY, 1ST OCTOBER 2014 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies - Chair
Councillor Mrs E.M. Aldworth - Vice-Chair

Councillors:

C.J. Cuss, R.T. Davies, N. Dix, C. Elsbury, R.W. Gough, Ms J.G. Jones, S. Kent, Mrs P. Leonard, Mrs D. Price

Cabinet Members:

K. James (Regeneration, Planning and Sustainable Development), D.V. Poole (Community and Leisure Services) and T.J. Williams (Highways, Transportation and Engineering).

Together with:

S. Aspinall (Acting Deputy Chief Executive), P. Elliott (Head of Regeneration and Planning), P. Griffiths (Principal Planner), P. Hudson (Marketing and Events Manager), I. MacVicar (Group Manager Operations)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Bevan, Mrs A. Blackman, M.J. Prew, A. Rees and Mrs E. Stenner.

2. DECLARATIONS OF INTEREST

Councillors Mrs E. Aldworth, D.T. Davies, R.T. Davies, C. Elsbury, S. Kent and Mrs D. Price declared an interest in Agenda Item 3 as Community Councillors.

Councillor C. Elsbury declared an interest in Agenda Item 3 (Proforma 8 - Rural Development Programme) in that he has relatives who have received funding from this programme.

As there were no recommendations being determined on these items, Members were not required to leave the meeting room and were able to participate fully in the debate.

REPORTS OF OFFICERS

Consideration was given to the following report.

3. **MEDIUM TERM FINANCIAL PLAN – SAVINGS FROM REGENERATION AND PLANNING SERVICES – ITEMS FOR CONSIDERATION**

This meeting continued the round of special Scrutiny meetings relating to the budget planning process for 2015/16 and 2016/17. The report, which was presented by Pauline Elliott, Head of Regeneration and Planning, sought Members' comments on the suggested Medium Term Financial Plan (MTFP) contributions from the Regeneration and Planning division. The report containing a range of proposed savings and efficiencies for this area, in accordance with the Cabinet report of 16th April 2014 ("Next Stages of the MTFP – 2015/16 & 2016/17").

The full range of statutory and discretionary services within the Regeneration and Planning division were outlined within the report, which contained two main proposals for Members' consideration.

The first set of proposals within the report listed savings which could be delivered without the option of redeployment/compulsory redundancies, and whilst maintaining a service across both statutory and discretionary services. Full details of the savings without redundancies were listed within Appendix 1 (Proforma numbers 1-21) and Officers advised of a typing error in 4.2 of the report in that the total savings from these proposals for 2015/2016 should read £622,014 and not £608,014. Within some services, additional savings were also explored for 16/17 onwards.

Proformas 1-4 of the report contained savings proposals within statutory service areas, with potential savings totalling £151,821:-

- (1) Reorganise Building Control and delete 1 Team Leader Post;
- (2) Reorganise Development Management;
- (3) Delete Planning Student/Trainee Planner Post;
- (4) Public Rights of Way - Budget Realignment.

With regards to the restructuring of the Planning area teams detailed within Proforma 2 (Reorganise Development Management), Members queried what would in the event of a significant increase in planning applications and workload. Officers confirmed that in such an eventuality, a business case to request additional resources would be submitted. Members raised concerns that there could be increased expectations placed on volunteer workers as a result of the savings proposed within Proforma 2 (Public Rights of Way), and Officers clarified the remit of work carried out by in-house staff, volunteers and contractors.

Following discussion and consideration of the listed options, Members unanimously endorsed the savings proposals detailed in Proformas 1-4 of Appendix 1 of the report

The remainder of Appendix 1 (Proformas 5-21) contained a list of savings proposals within discretionary service areas.

Proformas 5-10 listed savings proposals within Countryside and Landscape Services, with potential savings for these areas totalling £65,000:-

- (1) Reorganise Ecology Team;
- (2) Environmental/Derelict Land Maintenance – Budget Reduction;
- (3) Country Parks & Countryside Management – Budget Realignment;
- (4) Rural Development Programme (RDP): Reduction in Match Funding - Budget Realignment);
- (5) Sustainable Development Team – Budget Realignment;
- (6) Section 106 Management Payments - Budget Realignment.

Following discussion and consideration of the listed options, Members unanimously endorsed the savings proposals detailed in Proformas 5-10 of Appendix 1 of the report.

Proformas 11-15 listed savings proposals within Art and Tourism venues, with potential savings for these areas totalling £65,000:-

- (1) Theatre and Arts and The Blackwood Miners Institute – Additional income and Budget Realignment;
- (2) Cwmcarn Forest – Additional income and Budget Realignment;
- (3) Winding House – Budget Realignment;
- (4) Visit Caerphilly Centre – Additional income;
- (5) Llancaiach Fawr – Additional Income.

Additional income for Visit Caerphilly for 2016/17 and Llancaiach Fawr for 2016/17 and 2017/18 was also listed. Members referenced the £5000 additional income generated following the recent refurbishment of Blackwood Miners Institute and Officers explained that this income was on top of substantial savings of £52,000 already generated in the past year. It was anticipated that income would increase in the next financial year following an increase in activities within the building. Officers also confirmed that an increase in income from Llancaiach Fawr was anticipated following the refurbishment of the Manor House and wedding facilities.

Following discussion and consideration of the listed options, Members unanimously endorsed the savings proposals detailed in Proformas 11-15 of Appendix 1 of the report. With regards to Proforma 14 (Visit Caerphilly) and Proforma 15 (Llancaiach Fawr), Members requested that it be noted that they were considering and endorsing the savings proposals listed for 2015/16 only.

Proforma 16 of the report proposed the budget realignment of Industrial Properties and Business Centres, totalling £50,000 for 2015/16. Additional income for 2016/17 was also listed. Members unanimously endorsed this savings proposal for 2015/16.

Proforma 17 of the report proposed vacancy management and budget realignment for the Business Support section and Proforma 18 proposed budget realignment for the Urban Renewal section, with £101,000 of potential savings in total. Both these savings proposals were unanimously endorsed by Members.

Proforma 19 of the report proposed vacancy management and budget realignment of Events and Marketing. This entailed the deletion of 1 post and a part-time saving on another post, together with the removal of the Bargoed Ice Rink event, an increase in fees and sponsorship, and a 16% reduction in advertising. Potential savings totalled £109,693.

Detailed discussion ensued regarding the proposal to remove the Bargoed Ice Rink event, with Members concerned that events in other town centres had not been put forward as a savings options. Officers explained that other events such as the Big Cheese involved greater cost to the Authority but also generated a significant amount of income for the local economy, whereas the smaller Bargoed Ice Rink event had a lesser economic impact on the surrounding area. Officers also explained that the Ice Rink was originally intended as a temporary project and that grant funding had been received for the event for the first year.

Members queried whether the financial contribution from Bargoed Town Council and ticket sales from the event had been included in the savings calculations, with it confirmed that the £20,000 was the net saving after all other factors were taken into account.

Following consideration of this proposal, Members requested that consultation be undertaken with Bargoed Town Council regarding the proposed removal of the Bargoed Ice Rink event. It was also requested that information be provided regarding other contributors to CCBC events. The remaining savings options listed within Proforma 19 (totalling £89,693) were unanimously endorsed by Members.

Proforma 20 of the report proposed the budget realignment of EU Funding, with two retirements leading to a redistribution of duties and a saving of £7,500 achievable. This savings proposal was unanimously endorsed by Members.

Proforma 21 of the report proposed the removal of the Area Forum Budget for 2015/16 only. This budget is used to fund environmental schemes throughout the County Borough to add value to schemes promoted by community groups, with a proportion of the budget allocated to each ward within the Authority. Removing the budget for 2015/16 would save £72,000. It was explained that some wards spend their allocation regularly, but others allow their allocation to build up over a period of time, and subsequently this has resulted in a reserve of £162,000.

Detailed discussion of this proposal ensued and Officers confirmed that an event had recently been held to promote community awareness of the budget. Members raised concerns that if the budget was removed for 2015/16, it might not be reinstated the following year, and thus communities could lose a valuable source of funding for environmental schemes. Discussion also took place with regards to the funding amount held in reserve.

Members were unable to endorse this proposal as it was felt that further clarification was needed, with further information subsequently requested regarding the Area Forum Budget, including the amount held in reserve.

Members then considered the second set of the proposals within the report, which listed the net costs of all discretionary services and listed the savings which could be delivered via reduction or removal of the service, subsequently resulting in staff redeployment or redundancies. The total savings achievable from such reduction or removal of these discretionary services amounted to £3,554,205. The impact of these proposals, including savings, implementation costs, timeframes, risks, and employment effects, together with a number of other issues, were also explained in detail in each of the proposed cases.

Where possible, alternatives to total removal of the services were included in the report. The report also outlined instances where it would either be impractical to completely close a service or where it would be technically possible but the penalties (such as grant repayments and legal responsibilities) would negate any savings achieved for a considerable period. Full details of these savings were listed within Appendix 2 of the report (Proforma numbers 1-12).

Proforma 1 of the report proposed the full deletion of the Urban Renewal service, which would bring about an achievable saving of £222,514. Members raised concerns with regards to the effect this could have on funding schemes and regeneration projects in towns and villages. Following consideration of the proposal, Members unanimously agreed that this savings option could not be endorsed and that the Urban Renewal service should be retained.

Proforma 2 of the report proposed the deletion of the Town Centre Management Team, which would bring about a saving of £115,994. Members queried whether all the information associated with this savings option had been reflected in the report, citing town centre vacancies and footfall figures as examples. Officers reiterated that the aim of the meeting was to seek Members' views on the suggested savings, and that further information would be provided subject to definitive proposals emerging later in 2014 for consideration at that time.

Following consideration of the proposal, Members unanimously agreed that this savings option could not be endorsed and that the Town Centre Management service should be retained.

Proforma 3 of the report proposed the deletion of the Business Support team and service, with an achievable saving of £483,638. Members spoke in support of the work carried out by the team, and in particular their role in Business Grants and Social Enterprise Schemes. Following consideration of the proposal, Members unanimously agreed that they could not endorse this savings option and that the Business Support team should be retained.

Proforma 4 of the report proposed the full deletion of the Events and Marketing service, with an achievable saving of £482,638. Members spoke of the positive impact that the service had on tourism in the county borough. The proforma listed a number of events within the borough and Members requested that Bargoed Ice Rink be included in this list. Following consideration of the proposal, Members unanimously agreed that this savings option could not be endorsed and felt that the Events and Marketing service should be retained.

Proforma 5 of the report proposed the full deletion of the Arts Development Service, which would present savings of £143,198 and the full closure of the Blackwood Miners Institute, which would bring about a saving of £297,842. Members spoke in support of the services and subsequently were unable to endorse these savings options, unanimously agreeing that the Arts Development Service should be retained and Blackwood Miners Institute should remain open.

Proforma 6 proposed the full closure of the Visit Caerphilly Centre, which would bring about savings of £88,753. Members spoke of the popularity of the Visitor Centre, and following consideration of the proposal, Members unanimously agreed that this savings option could not be endorsed and supported the retention of the service.

Proforma 7 proposed the full closure of Cwmcarn Forest Drive Visitor Centre, together with significant reductions to the Country Park aspect of the service, which would bring about savings of £280,974. Members discussed the current tree-felling programme in operation and it was confirmed that the public had been made fully aware of the facilities that remained open. Officers confirmed that the Forest Drive itself was run by National Resources Wales and that subsequently the closure of the Drive due to the tree-felling programme would result in no loss of income to the Authority. Members also discussed the impact of car parking charges that had recently been introduced at the site.

Following consideration of the proposal, Members unanimously agreed that they could not endorse this savings options and supported the retention of the service.

Proforma 8 of the report proposed the full closure of the Winding House Museum and Heritage Service and Proforma 9 proposed the full closure of Llancaiach Fawr, which would bring about savings of £665,162 in total. Members spoke in support of these tourist attractions, and following consideration of the proposals, unanimously agreed that they could not endorse these savings options and supported the retention of these services.

Proforma 10 of the report detailed the savings available if the 5 country parks within the report were to close. This would bring about savings of £311,623. The report explained that closure was not a feasible option owing to various legislation, but that the option had been included as country parks are classed as a discretionary service. Following consideration of the proposal, Members unanimously agreed that they could not endorse this savings option and supported the retention of this service.

Proforma 11 of the report proposed the deletion of the Countryside and Landscape support service and Proforma 12 proposed the deletion of the Sustainable Development team, which would bring about savings of £481,848 in total. Members voiced their support for these services and following consideration of the proposals, unanimously agreed that they could not endorse these savings options.

Following completion of these considerations, the Chair thanked Members for their contributions to the meeting.

The meeting closed at 6.57 pm

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 28th October 2014 they were signed by the Chair.

CHAIR



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH OCTOBER 2014

SUBJECT: COMMUNITIES FIRST PROJECT DELIVERY 2013/14

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To provide Members with an overview of the Communities First (CF) projects delivered to date in each cluster, their aims, and anticipated outcomes in relation to deprivation.

2. SUMMARY

- 2.1 The report provides an update on the renewed Communities First programme; it's overall aim, associated delivery outcomes, performance indicators and monitoring framework set by the Welsh Government (WG). As well as an overview of Caerphilly's delivery for the 2013/14 year of implementation in line with Welsh Government expectations. The programme as a whole drew down £2,171,671.84 from the Welsh Government for salaries, projects and engagement.

3. LINKS TO STRATEGY

3.1 Welsh Government

- Building Resilient Communities – Taking Forward the Tackling Poverty Action Plan (2012-16)

3.2 Caerphilly CBC

- Caerphilly Community Strategy (CCBC 2004), as well as cross cutting themes such as 50+, Sustainable Development and the Council's Strategic Equality Objectives (2010)
- Single Integrated Plan (CCBC 2013 - 17)
- 2013/14 Improvement Objective 2: Improving Job Opportunities by Implementing the Council's Passport Programme
- Outcome Agreement 5 (2013 - 16): Tackling Worklessness and Raising Household Income
- In addition the Local Service Board has identified tackling poverty as one of its key priorities.

4 THE REPORT

4.1 From 1st April 2012 Communities First has been renewed as a Community Focused Tackling Poverty Programme.

4.2 The programme continues to have a geographical focus, concentrating on the most deprived communities in Wales, but there is now increased focus on ensuring the most vulnerable individuals, families and groups in those communities are supported. There is a clear expectation that the programme's resources will be devoted primarily to those most in need. In some cases this will include people living outside CF boundaries who can properly benefit from specific projects or activities supported by the programme.

The programme is based on 52 Clusters (groups of Lower Super Output Areas) across Wales, identified through the Welsh Index of Multiple Deprivation. Within Caerphilly there are four clusters:-

- Caerphilly Basin (41 projects)
- Mid Valleys East (35 projects)
- Mid Valleys West (39 projects)
- Upper Rhymney Valley (42 projects)

4.3 In 2013 /14 each Cluster established and delivered a local Delivery Plan, identified by key priorities in terms of tackling poverty, this delivery was supported by a Delivery Team led by a Cluster Manager. As stipulated by Welsh Government, the role of the Cluster Delivery Team is to:-

- Manage the overall programme within the Cluster area and ensure effective implementation of the Delivery Plan.
- Implement and develop the Community Involvement Plan, that demonstrates how the communities will be engaged in the participation and planning of the programme
- Build links with partners in all sectors and with community organisations and local people, supporting them and adding value to their work

Welsh Government considers it essential that each cluster, and the programme as a whole, is able to demonstrate what is being achieved through the use of CF funding.

4.4 The overall aim of the programme is to tackle and reduce poverty in the most deprived communities. As such a new Outcomes Framework focused on three themes has been developed, creating Prosperous Communities, Learning Communities and Healthier Communities. This Outcomes Framework is currently being re-aligned by Welsh Government with those of the Families First and Flying Start programmes to develop a Collaborative Framework for the three key anti poverty programmes.

4.5 Within this Framework, the programme supports a wide variety of activity. The Outcomes Framework is based on Results Based Accountability (RBA). RBA uses two sets of indicators, that is, ways of measuring progress towards strategic goals. With the process focussing on three monitoring categories, namely; How much did we do / How well we did it / Is anyone better off?

- **“Population Indicators”** relate to national statistics on health, education and employment and are linked to the Welsh Index of Multiple Deprivation. However, many factors influence these so Communities first alone cannot take sole responsibility for how they change.
- **“Performance Indicators”** are about the local activity directly supported by Communities First. These measure and evaluate the activity and outcomes of each cluster. The PI's have been set by the Welsh Government and are used by all CF Clusters in Wales. It is through the measurement and monitoring of these indicators that Welsh Government can demonstrate how Communities First is contributing to tackling poverty.

- 4.6 As Population Indicators measure the overall programme it is not possible to demonstrate impact in relation to deprivation in a year. However, the Welsh Government has imposed over 100 Performance Indicators with comprehensive, detailed Fynnon scorecards to measure the programme's project delivery locally. With a total of 157 projects, each being measured by a number of PI's the approx size of each PI dashboard is 130 pages. Therefore only a sample of Outcome Dashboards are included in appendices 2,3,4 and 5.
- 4.7 It is also worth noting that the Welsh Government has undertaken a number of changes to both the Outcomes Framework and the Performance Indicators throughout the delivery period 2013/2014, and continue to do so. Making any consistent monitoring of the programme problematic as well as time consuming for staff, who have had to constantly re-align projects in line with these changes.
- 4.8 Progress for this first year of delivery in Caerphilly has, on the whole, been positive, with many important lessons learnt that would further optimise delivery and outcomes within future years. Cluster staff have worked hard, in terms of planning, implementation and monitoring, to adapt to the new format of CF. This has included ensuring that projects are developed with consideration given to improved and appropriate targeting of customers who are most in need, that delivery has been carried out with greater attention to quality, that links have been made with the correct partners and that monitoring has been conducted in a robust way to reflect accurate results and to highlight areas that may have been less successful.
- 4.9 Throughout the year a huge range of projects have been developed and carried out across the Communities First themes of Prosperous, Learning and Healthier Communities. The link with Job Centre Plus (JCP) and other employment services is now excellent, the programme receives a large number of referrals from JCP, and is engaging with residents who'd never previously engaged with Communities First employment or training projects. There are now noticeably higher attendance rates on all CF training projects/courses than under the previous programme. In total the programme engaged with 3,143 individuals over the reporting period.
- 4.10 A full range of projects can be found in Appendix 1. Particularly successful projects have included Work Clubs, Foodwise, Cancer Survivors project, Young People's Sexual Health project, Children's University, Digital Employment Skills project, and the Rhymney Comprehensive 'No One Left Behind' project, amongst many others. These projects have seen real achievements in terms of reduced BMIs, increased levels of physical activity, increased awareness of risks, qualifications obtained, Jobs Growth Wales placements and digital skills gained.
- 4.11 CF also provides front line support for the Caerphilly Passport Programme, resulting in over 50% of participants from CF areas. It was through this support that it became apparent that many young people are simply not equipped for the world of work, with the team securing DWP Flexible Support Fund for a pre-passport scheme in the Upper Rhymney Valley, in partnership with the White Rose Information and Resource Centre.
- 4.12 In contrast, specific projects trailed through the year did not achieve their full potential, in these cases project evaluation was used to assess their feasibility for the current year, leading to some significant changes being made to project plans, or in some cases, resulting in projects being removed.
- 4.13 It has been recognised that in previous phases of the programme, projects would often be accessed by the "usual suspects" of community members who were heavily involved in community partnerships, rather than engaging those hard to reach community members who might be most at need. The more focused approach of this new phase of the programme has led to a complete transformation in terms of the ways that participants have been recruited for projects. To ensure that projects are engaging target customer groups (i.e. those most at need), staff have worked hard to promote opportunities more appropriately and innovatively, most significantly through forming closer links with partner agencies that already work directly with target customers. In particular strong working relationships have been further developed

between Families First, Flying Start and Communities First, this has resulted in streamlining services and more targeted support.

- 4.14 This improved partnership working has ensured that community members are able to access a more comprehensive and holistic range of support to address their needs, with agencies working together to support them rather than in isolation. As a result, CF projects have seen improved outcomes whereby appropriate targeting has maximised the potential for customers to benefit from interventions.
- 4.15 Due to the number of projects delivered through the programme it is not possible to provide a detailed overview of them all or their performance against the Welsh Government's Outcomes Framework within the main body of the report. Therefore, attached in appendix 3,4,5 and 6, is a sample Performance Report for each Cluster demonstrating some successful and less successful projects.

5. EQUALITIES IMPLICATIONS

- 5.1 No impact assessment has been undertaken on this report, however many individuals and groups who fall under the protected characteristics and wider issues covered by the Council's Strategic Equality Plan, are often affected to a greater extent by poverty and the related causes; therefore, Communities First will have positive impact on those individuals and groups.

6. FINANCIAL IMPLICATIONS

- 6.1 Communities First staff salaries and associated delivery budgets are provided by the Welsh Government. In 2013 /14 the total amount claimed was £2,171,671.84. The programme is currently funded until 31st March 2015, with a commitment from Welsh Government to extend until 31st March 2016. There is limited cost to CCBC in drawing down the funding, with three staff directly funded within Finance to manage the grant and 10% of total grant eligible in management costs.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no direct personnel implications arising from this report.

8. CONSULTATIONS

- 8.1 The report has been sent to the consultees listed below and all comments received are contained in the body of the report.

9. RECOMMENDATIONS

- 9.1 Members note the progress made in delivering the first year of the Communities First programme 2013/14 in line with Welsh Government outcomes.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 To ensure members are kept up-to-date on Communities First project delivery, its aims and outcomes in relation to deprivation.

11. STATUTORY POWER

11.1 Local Government Measure 2009

Author: Tina McMahon, Community Regeneration Manager
Consultees: Sandra Aspinall, Acting Deputy Chief Executive
Councillor Ken James, Cabinet Member for Regeneration
Pauline Elliott, Head of Regeneration and Planning
Dave Roberts, Finance Manager
Mary Spillar, Communities First Finance Officer
Ian Raymond, Performance Management Officer
Sean Rees, Cluster Manager
Lauren Hughes, Cluster Manager
Emma Saunders, Cluster Manager
Damian Owen, Cluster Manager

Background Papers:

Tackling Poverty Action Plan 2012 - 2016
Building Resilient Communities - Taking Forward the Tackling Poverty Action Plan
Communities First Delivery Plans 2013 /14
Caerphilly Delivers - The Single Integrated Plan
Community Strategy 2004
Caerphilly Council's Improvement Objectives 2013 / 14

Appendices:

Appendix 1 List of Communities First Projects
Appendix 2 Performance Dashboard Report Caerphilly Basin
Appendix 3 Performance Dashboard Report Mid Valleys East
Appendix 4 Performance Dashboard Report Mid Valleys West
Appendix 5 Performance Dashboard Report Upper Rhymney Valley

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Communities First – Projects List 2013/14**Healthier Theme Projects****HC1 Supporting a Flying Start in the Early Years**

Postnatal Programme

Community Antenatal Sessions

HC2 Promoting Physical Well Being

Streetgames

Cancer Survivors Project

Foodwise

Aquatic Project

Stepping Out

Physical activity sessions

Disability multisport

Olympic legacy

HC3 Promoting Mental Well Being

Mental Health Awareness

Referrals to Services

Self help Sessions

Bereavement and loss group

Carers group

Choir

HC4 Encouraging Healthy Eating

Portion Plate Sessions

Community Grown/Community Consumed Food

Healthy Eating Through Practical Cookery (Solas)

Healthy retailers

HC5 Reducing Risks

Raising Awareness of and Increasing referrals to screening services

To provide Community Based Smoking Cessation Sessions

Young Peoples Sexual Health Work (4 boys 4 girls)

Community Health Champions

Young Peoples Sexual health work

Tenovus health check

HC6 Supporting People (with additional needs) to Live in the Community

Community Health Champions

Communities First – Projects List 2013/14

Prosperous Theme Projects
PC1 Helping People to Develop Employment Skills and find Work
Work Clubs
Parent Employment Project
Voluntary Work Placements
Care That Works
Working Towards wellbeing
Kick Start
Pre-Employment programme
50+ placement project
PC2 Reducing Youth Unemployment and disengagement
SYDIC Youth Support Hub
Caerphilly Passport Programme
URV youth mentor
PC3 Promoting Digital Inclusion
Digital Employment Skills
Computers at Home
PC4 Financial Inclusion - Improving Financial Capability, managing debt and raising income
Finance Keep fit
Healthy homes
Budgeting and finance
PC5 Supporting Enterprise and Timebanking Building Social Capital
PC6 Reducing the Risk of Youth Offending
Prevention Project (Young Risk Takers)

Communities First – Projects List 2013/14**Learning Theme Projects****LC1 Promoting Family Learning in the Early Years**

Toy library

LC2 Supporting Young People to Do Well at School

Relax Kids

Woodland Way

School and Family Link (Primary Age / Secondary Age)

Heolddu Achievement Project

Bridging the gap pilot

LC3 Supporting Families to be Engaged in their Childrens Education

FAST

LC4 Lifelong Learning in Communities

Outdoor Action

Youth Participation Project

Introducing Community Food and Nutrition Kills - Agored Cymru

Childrens University

Promoting Accreditation and Raising Aspiration with Young People

Sustainable Group Development

LC5 Improving Adult Life Skills

Essential Skills Project

Get Caerphilly Online - Drop in IT provisions

Family Transition Project

GYR Resource Centre Learnign support hub

Come surf with me

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Llywodraeth Cymru
Welsh Government

Caerphilly Basin

Prosperous Communities

Learning Communities

Healthier Communities

Community Involvement

Caerphilly Basin Cluster Group

CCBC > Dashboard Report > WG

This document is an extract from the full 110 page dashboard report that was used in 2013/14 and is intended to demonstrate the type of project data sets that were collected and what they tell us.

The report format and individual performance measures, are selected from a prescribed template that was issued by the Welsh Government.

This type of dashboard report can be used periodically, in conjunction with other documents, such as; the original bids and supplementary comments reports, to enable the Welsh Government to determine the levels of project delivery and their success, and decide on the timeliness release of project funding.

This extract shows 'a sample' of the performance data that was collated, analysed and reported for the year 2013/14 for just a few of this clusters projects.

Further information can be made available from the Communities First Manager.



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Welsh Government

Population Outcome: Prosperous Communities

What we do, why we do it and our customers	Page 3
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PC1 Helping People to Develop Employment Skills and find Work

Project 1 - Work Clubs	Page 4
Project 2 - Parent Employment Project	Page 6
Project 4 - Care That Works	Page 8



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What we do:

The Prosperous projects in the Caerphilly Basin will see 12 projects delivered across the priorities.

Employment support is a key priority. This will be done through the provision of support on a number of levels, Work Clubs will be held to provide an essential drop in service to Job seekers. A Lack of IT skills as barrier into work will be addressed by the Getting Online project, which will provide basic classes and support directly to Job seekers. The provision of support to Families underpins the programme in the Caerphilly Basin, as such the Parents Opportunities Project will provide support to Parents, to support parent not only imminently into employment, but to improve their long term employment prospects. The programme will recognise that volunteering can be an important route into employment, the Voluntary Work Place project will support job seekers to take up voluntary opportunities and ensure the skills are demonstrated to potential employers.

Young People and NEETs will be supported. The Caerphilly Passport project will provide support into real employment opportunities for young people.

Our customers

People living in the Caerphilly Basin area that are currently unemployed.

Parents in the Caerphilly Basin who are claiming benefit.

Unemployed young people aged 16-24

Why we do it

- The areas are predominantly areas of social housing, ten of the eleven LSOAs having a higher percentage of social households rented than the Wales average (census 2001), many of the LSOAs have particular high levels of social housing with St James 3 (Lansbury Park), BTM 6 (GYR) and Penyrheol 8 all having over 50% of households being Social Tenants. This has a number of associated problems, which has previously been identified through Community Audits. The Van Community Audit raised concerns with the standard of housing as well as the structure of the housing estate 'killing community spirit'. Similarly in the Graig y Rhaoca Audit described a 'stigma' around living in the area. Respondents to the Van Audit felt that this affected being able to find work.
- There are compound problems of low income with high levels of benefit claimants as shown by the data above. CAB also report that the highest proportions of clients made enquiries about benefits and debt in Caerphilly Basin, 971 people accessed CAB for benefits advice in 10/11 and 772 people accessed support on debt. 2 areas particularly linked with low income and areas of poverty.
- There are high levels of economic inactivity due to permanent sickness or disability, with all LSOAs having higher than the Wales average figures (DWP, Aug 2011). With St James 3 in particular having a staggering 25% of makes aged between 16 and 74 not economically inactive due to sickness or disability.
- High levels of long-term unemployment leading to generations with low expectations and aspirations, 8/11 of the LSOAs in the cluster have higher than the national average levels of long term unemployment (Census 2011).

Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 1: Work Clubs.



communities first **cymunedau yn gyntaf**

[Back to Prosperous](#)

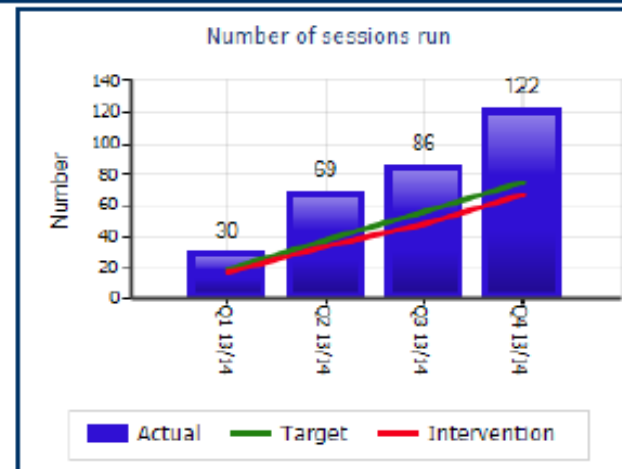
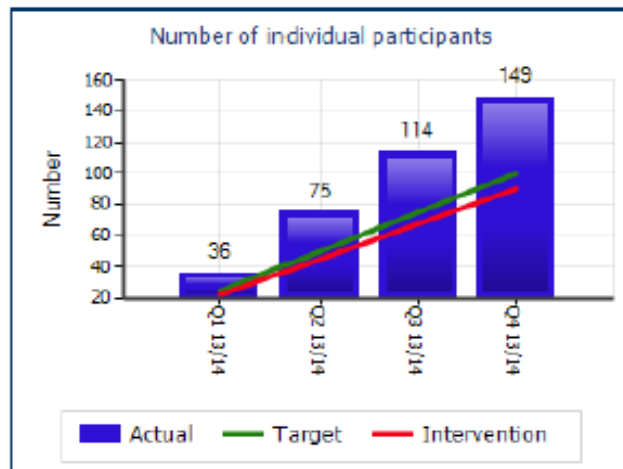
[Back to PC1](#)

Project Description

The key purpose of the project is to help unemployed members of the community find suitable employment. Including providing training on matters such as general health and safety in the workplace, customer service, interview skills and help with the completion of a CV or required application forms. This needs to be a short statement so this is probably enough

Page 34

Measuring Effort



Prosperous Communities

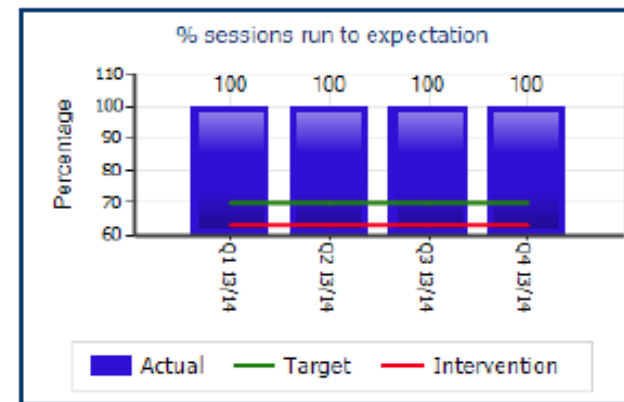
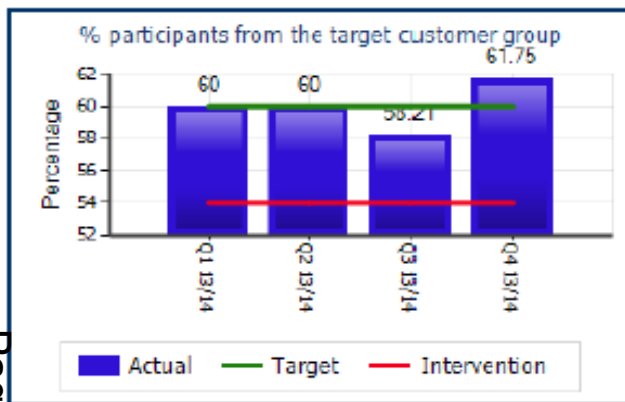
PC1 Helping People to Develop Employment Skills and find Work

Project 1: Work Clubs



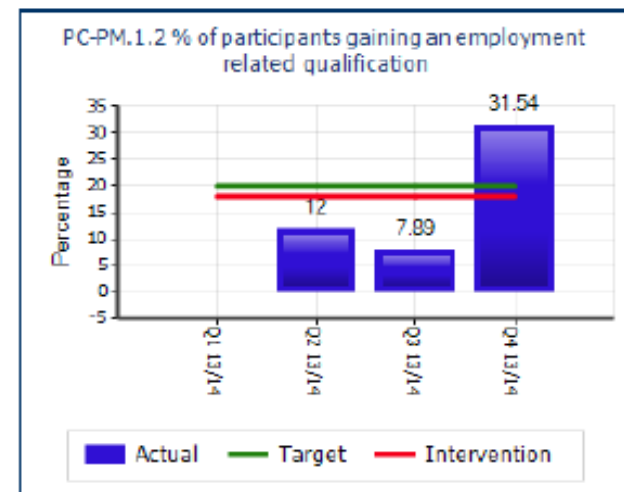
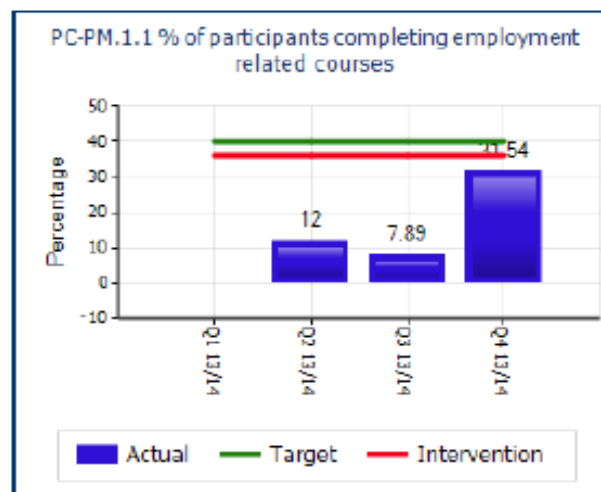
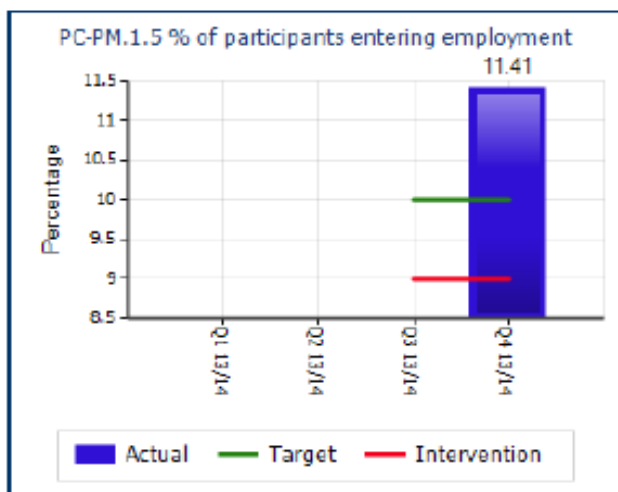
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Measuring Quality



Page 35

Measuring Effect



Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 2: Parent employment Project



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Project Description

The project will provide support to parents and families to enable the parent/s to find employment and return to work, with the aim of reducing the number of children living in households on income related benefits.

The Employment Support Workers will work directly with parent groups across the Caerphilly Basin, to help support these parents back into employment, through the delivery of tailored advice, support and workshops which will provide the parent with a pathway back into employment.

The Employment Support Workers will work directly with partner organisations such as, Flying Start, and the Parent Network. Working with their groups and customers to provide workshops and informal training sessions on Job searches, CV writing, Career plans, Financial and time management

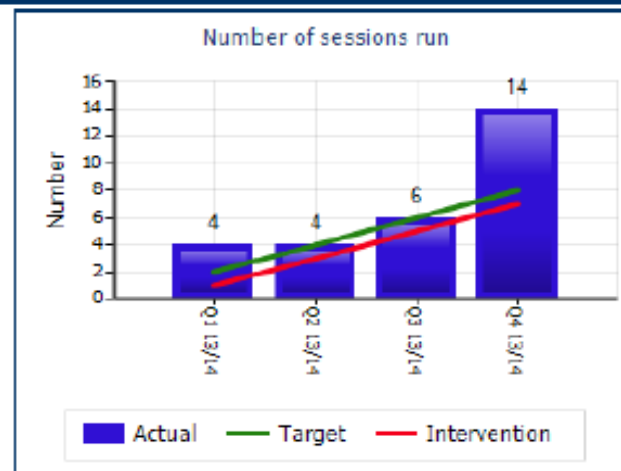
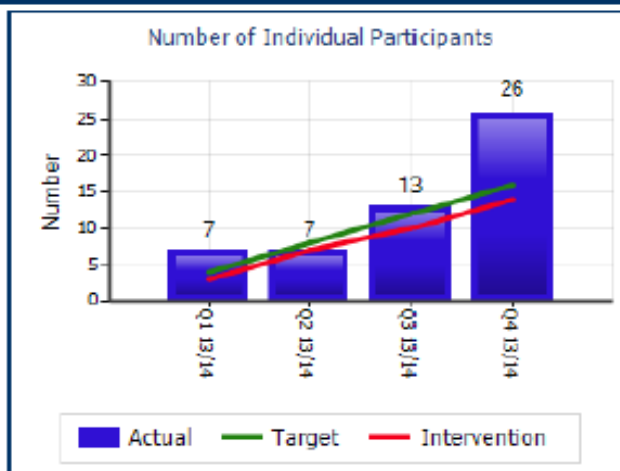
The Employment Support Workers can also run specific workshops and training on employment related skills, such as Customer Service, Interview skills, presentation skills etc.

As well as very basic IT tuition and can help customers create and use e-mail addresses

This can all be run in a safe environment with the provision of childcare essential.

Page 36

Measuring Effort



Prosperous Communities

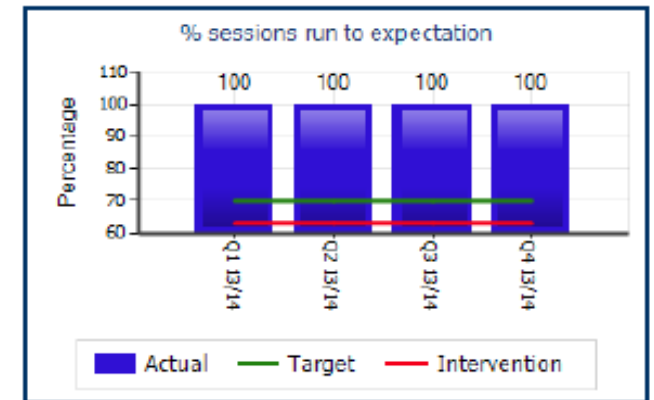
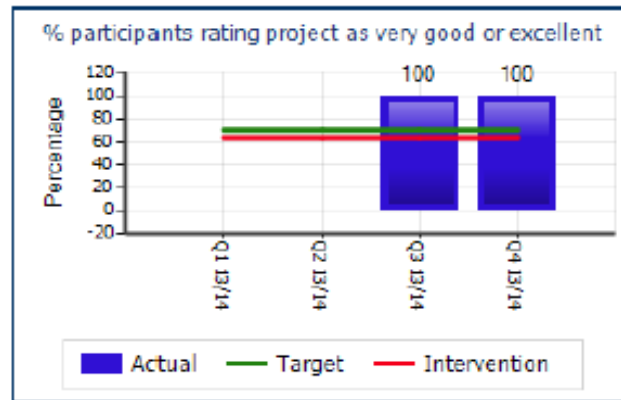
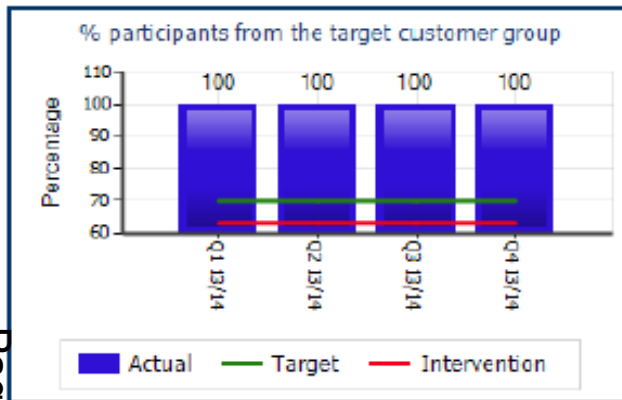
PC1 Helping People to Develop Employment Skills and find Work

Project 2: Parent Employment Project



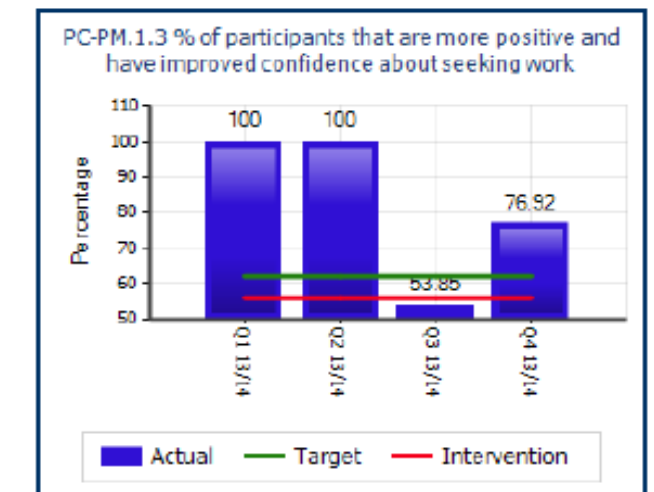
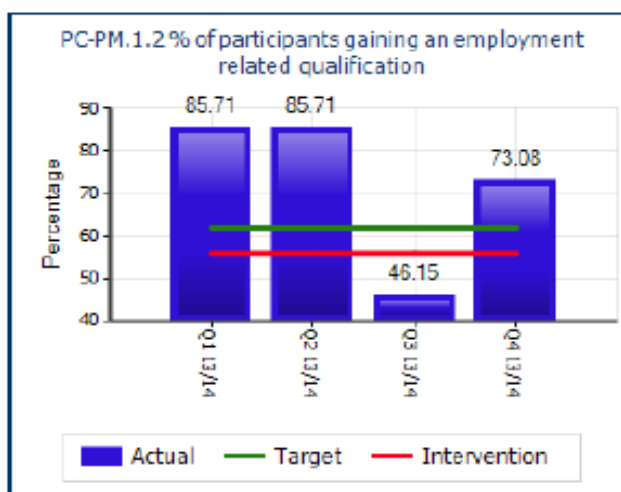
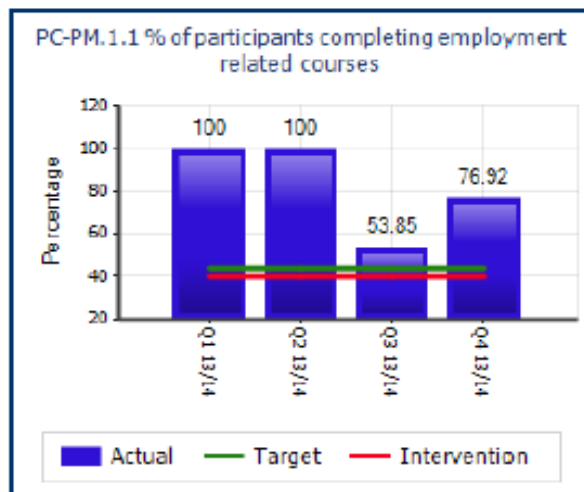
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Measuring Quality



Page 37

Measuring Effect



Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 4: Care That Works



communities first *cymunedau yn gyntaf*

Project Description

The key purpose of the project is to help unemployed members of the community find employment by up-skilling and increasing their employability.

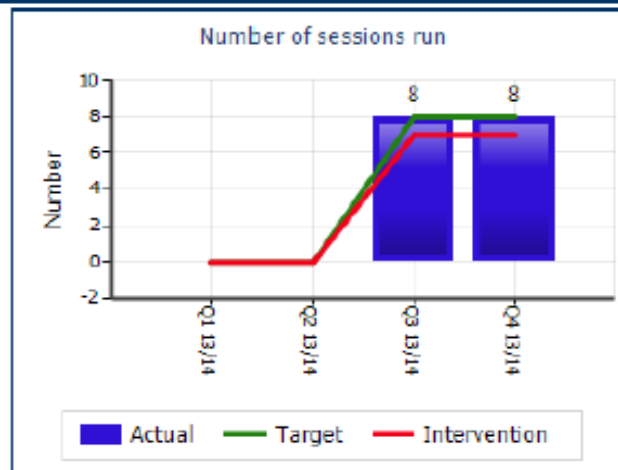
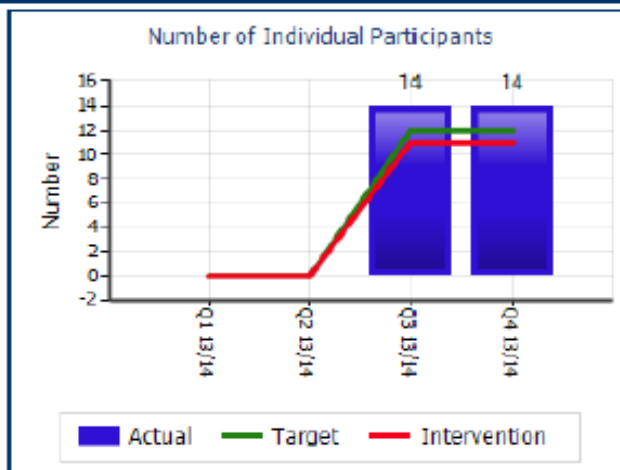
The programme will be advertised borough-wide with assistance from CF colleagues and partners throughout the Caerphilly Borough. Clients can also be referred to the programme via their advisor to ensure the client meets the criteria. This places great importance on the service to provide to refer a suitable number of clients (Borough wide) to conduct a small recruitment process.

The project will also incorporate the teamwork, organisation and commitment skills required in the workplace. There will also be martial arts sessions included in the programme to help clients with self-discipline, self-focus and help the group work together in a team environment. The employability aspect will focus on the completion of a CV and cover letter, interview skills and help with application forms. The team can also offer help, advice and support with retraining for changing of career direction with links created through our work with the local college and other education and training providers.

The CF team will constantly assess attendance levels, punctuality, performance and attitudes and where necessary address issues either individually or approach the group as a whole to discuss matters and the importance of following a code of conduct and agreed terms of a contract that are similar to one in the field of employment.

Page 38

Measuring Effort



Prosperous Communities

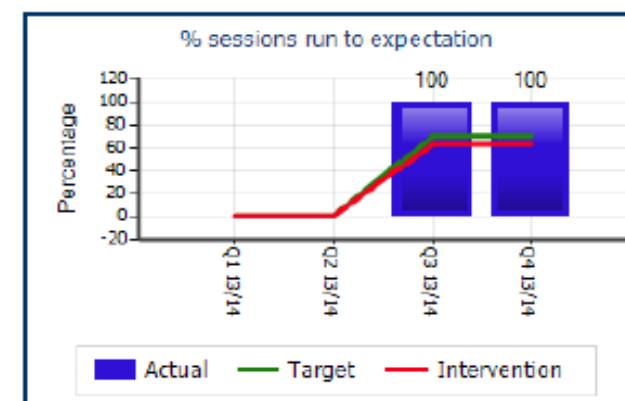
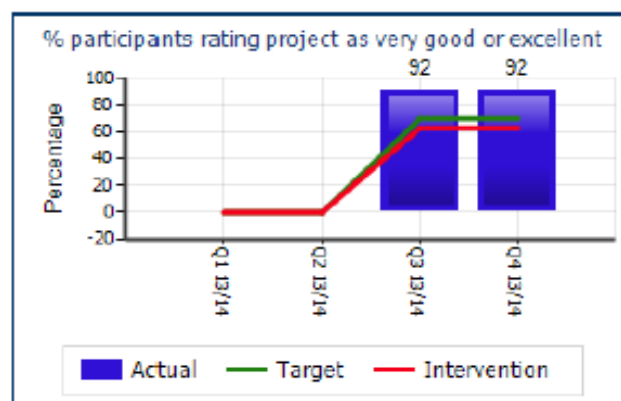
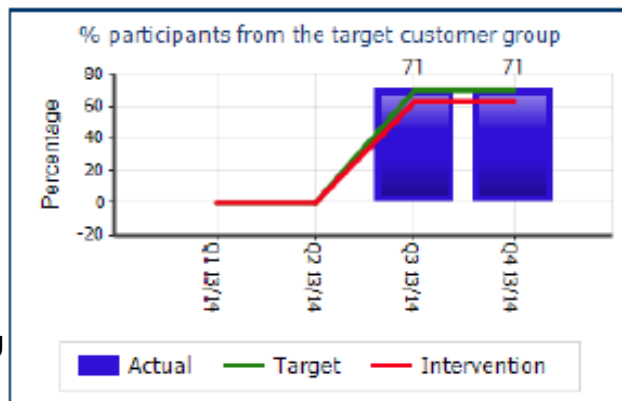
PC1 Helping People to Develop Employment Skills and find Work

Project 4: Care That Works



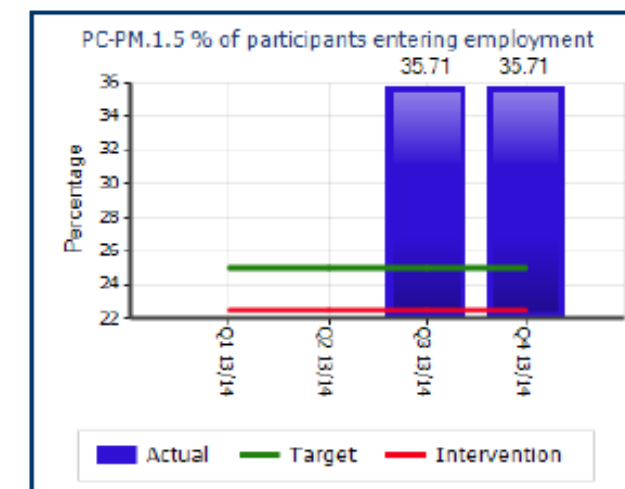
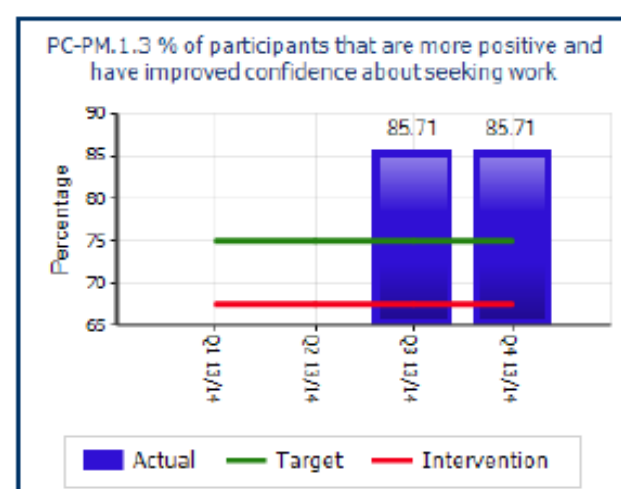
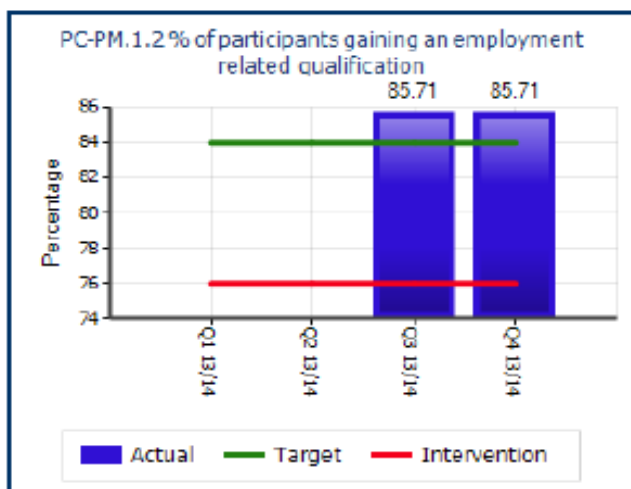
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 39

Measuring Effect





Llywodraeth Cymru
Welsh Government

Population Outcome: Learning Communities

What we do, why we do it and our customers	Page 11
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LC4 Lifelong Learning in Communities

Project 6 - Promoting Accreditation and Raising Aspiration with Young people	Page 12
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Welsh Government**

What we do

Learning Community Projects will be delivered targeting educational attainment and attendance levels. Projects that provide support for the wider family will be essential in addressing educational attainment across the cluster. Projects such as FAST, School and Family Link will aim to involve the whole family. Indeed the provision of Family support is a major priority in the cluster and the role of the Family support workers will be essential supporting not only the family to engage in the child's school life but also to support them to address the wider issues that impact on their ability to engage. Developing relationships with parents through community activities will be essential if this is to be achieved. It's also clear that the gap in key stage attainment increases as children get older, hence projects that support the transition from primary to secondary school, and involve the families will also be developed.

Adults without qualifications will be supported; there will be a project providing *Essential Skills* training and workshops in community venues. Basic IT training will also be provided in community venues in the cluster through working closely with the Get Caerphilly Online programme.

Families and Young People will again feature prominently with a particular emphasis on raising aspirations of young people, with projects such as *Childrens University*, aiming to help raise aspiration among young people and their Families.

Our customers

Young People (aged 11 – 16)

Families – Parents and Children

Residents in Caerphilly Basin who have poor essential skills

Adults with poor IT skills

Why we do it

- General feeling of hopelessness, low aspirations, dependency and not being in control of their individual and collective futures. The Graig y Rhacca Community Audit highlights the following barriers to employment with the most common being childcare, lack of confidence illness/disability.
- This apathy could be a contributory factor to the levels of absenteeism/Low educational attainment in schools.
- High proportions of the population lack the necessary literacy or numeracy skills to achieve a formal qualification. The Basic skills agency (2004) showed that literacy was a barrier to gaining a formal qualification, with higher than average levels across the cluster. The numeracy figures are particularly concerning, and clearly this provides not only a barrier to accessing qualifications but potentially a barrier to accessing employment.
- High proportions of the population with no formal qualifications (shown in the baseline indicator statistics). Again this could be related to the levels of apathy, low self esteem and low aspiration levels discussed above.
- The Graig y Rhacca Community Audit showed that high proportions of respondents had not done any form of learning activity in the 5 years prior to the survey but did show that there was an interest in taking part in learning activities in the future. The most popular reasons for not taking part in these activities were a lack of time and childcare. The Van Community Audit showed a lack of awareness of local training opportunities, a need for childcare as well as interest in a range of training opportunities for the future.
- There are high levels of digital exclusion across the cluster, Experian (2011) show that in some areas in the cluster over half of adults (18+) are classed as being digitally excluded. This can have a major effect on the opportunities to participate in learning activities, as access to equipment, and indeed confidence to use IT equipment can be a barrier to engaging in learning activities.
- Home PC ownership also has an effect on Key Stage result. The e-Learning Foundation (2011) found that children without access to a PC at home will be on average a grade lower than their peers with access to a home PC. Clearly with high levels of digital exclusion there will be an effect on key stage results if there are no home PCs.

Anecdotal information received from the Education Directorate indicates an extremely low percentage of parental attendance at parents evenings as well as wider school activities. Though there is no data to back this up, this could be considered yet another symptom of the disaffection and apathy that can be linked with low educational attainment.

Learning Communities

LC4 Lifelong Learning in Communities

Project 6: Promoting Accreditation and Raising Aspiration with Young People



communities first **cymunedau yn gyntaf**

Project Description

To raise self esteem, build confidence and raise aspiration with children and young people and encourage parents to do the same.

Increase capacity of the children and young people to engage and learn.

To encourage involvement in positive past times that have positive impacts on physical health and wellbeing.

To promote success for the young person success through non-formal and informal accreditation awards.

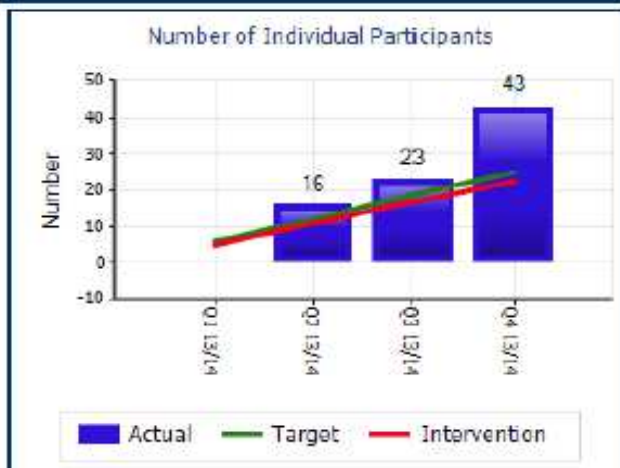
Working with adult members of the community to develop opportunities for young people to achieve accreditation through community focused activities.

To raise awareness with schools of young people's achievements outside of school This is particularly important for the children who may be struggling in the school environment, as recognition can improve their self esteem and confidence supporting better engagement with education.

Development of basic skills, including basic life skills. To build confidence within young people, so they know they can achieve, particularly if they do not do so well in school. Thus positively promoting education and hopefully contributing to a decrease in disengagement from education.

Page 42

Measuring Effort



Learning Communities

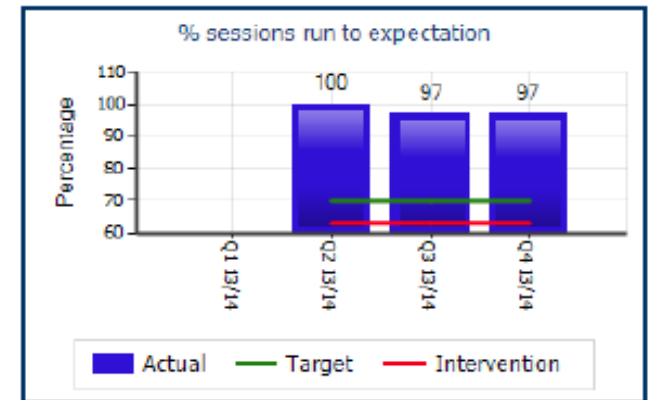
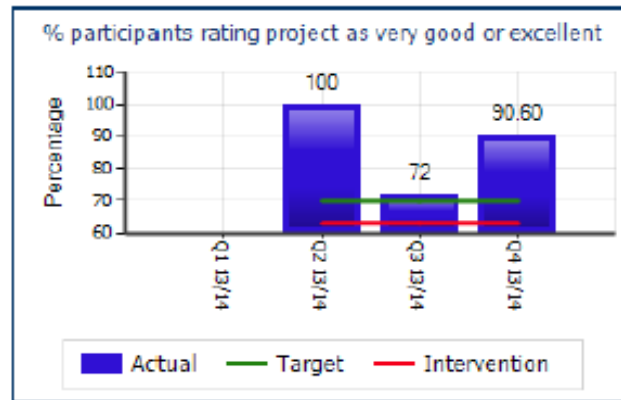
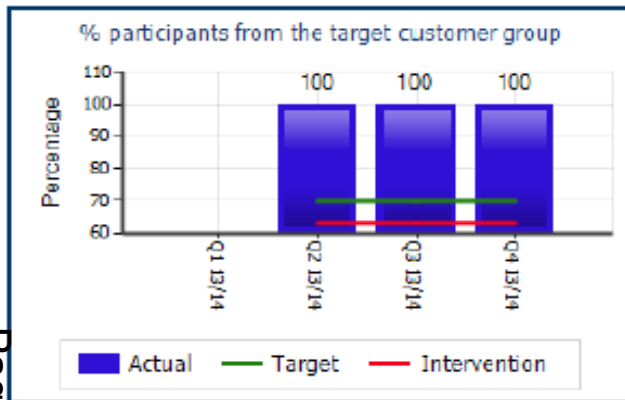
LC4 Lifelong Learning in Communities

Project 6: Promoting Accreditation and Raising Aspiration with Young People

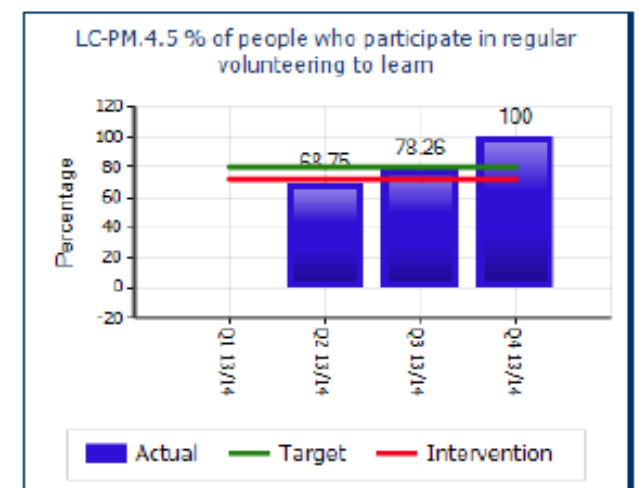
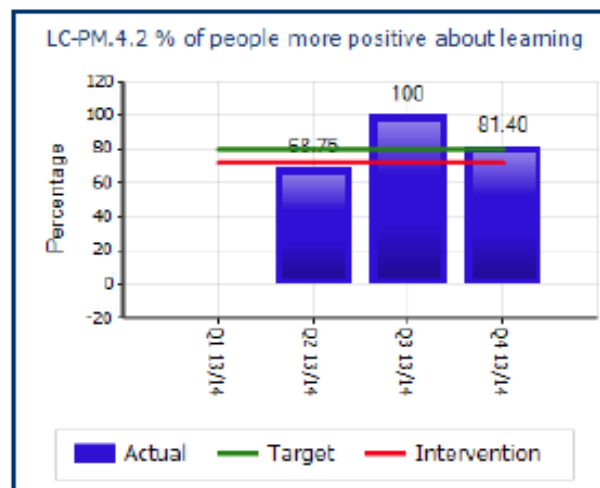
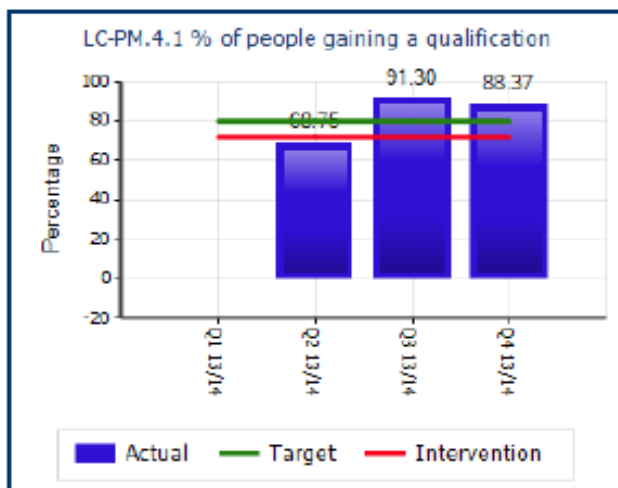


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Measuring Quality



Measuring Effect





Llywodraeth Cymru
Welsh Government

Population Outcome: Healthier Communities

What we do, why we do it and our customers	Page 15
--	---------

HC2 Promoting Physical Well Being

Project 1 - Streetgames	Pages 16
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Welsh Government**

What we do

To help develop healthier communities within Caerphilly Basin, a number of Health initiatives will be delivered.

Healthy eating will be facilitated and encouraged via projects relating to portion control, the Eatwell plate, and community cooking sessions.

Physical Health will additionally be integral and supported by working with local health practitioners to increase and improve referrals mechanisms to community based health activities such as foodwise, a weight management programme. The Cluster will also maintain/develop StreetGames sites within the Caerphilly Basin.

There will also be work towards the 'Percentage of children reaching or exceeding their developmental milestones at 3'. Projects and activities will include; multi-agency working to increase parenting skills sessions and the development of postnatal programmes.

Page 45

Our customers

Parents and guardians of pre-school aged children within Caerphilly Basin.

Young people within Caerphilly Basin

Residents who are above a healthy weight

Residents of all ages in Communities First areas who are likely to experience directly or indirectly issues around mental health

Why we do it

- High levels of smoking, 24% of adults in Caerphilly County Borough are smokers which is the same as the Welsh average. The Health Behaviour in School Aged Children Survey 2005-6 showed that 23% of girls aged 15 and 12% of boys in Wales reported to be smoking daily. The Wellbeing Needs Assessment identifies smoking as a particular threat for the future in Caerphilly County Borough
- Low levels of the population meeting national guidelines on consumption of fresh fruit and vegetables. In 2008, 34% of adults in Caerphilly County Borough reported eating at least five portions of fruit and vegetables the previous day (compared to 36% across Wales).
- High levels of obesity. 62% of adults in Caerphilly County Borough were classed as overweight or obese which is significantly higher than the Welsh average (57%). The Wellbeing Needs Assessment identifies obesity as a particular risk for the future in Caerphilly County Borough
- Low levels of the population meeting national guidelines on physical activity. The Sports Wales Children and Young People's Survey 2006 shows that 44% of children and 35% of young people in Wales meet the target for sufficient physical activity. The Sports Wales Active Adults Survey 2008-2009 shows that in 2007-2008 28% of adults met the physical activity guidelines compared to the Welsh average (30%). The Wellbeing Needs Assessment identifies lack of physical activity as a particular threat for the future in Caerphilly County Borough
- Stillbirth and perinatal mortality rates were higher in Caerphilly County Borough (2006-2008) than the Wales average (5.1 and 7.4 respectively compared to 4.9 and 6.9). The report recognises socio-economic factors as well as maternal health and lifestyle during pregnancy

The Aneurin Bevan Health Board reports that there are 27 main practices and 9 branch practices offering Antenatal clinics across the County Borough. There are 12 main practices and 1 branch practice offering postnatal clinics. Staff have recognised that there is a lack of post and antenatal provision in the area – particularly in community settings as the 'Wanless Review of Health and Social Care in Wales' report recommends. Mothers attending local community groups have asked staff for more support in this area

Healthier Communities

HC2 Promoting Physical Well Being

Project 1: StreetGames



communities first **cymunedau yn gyntaf**

Project Description

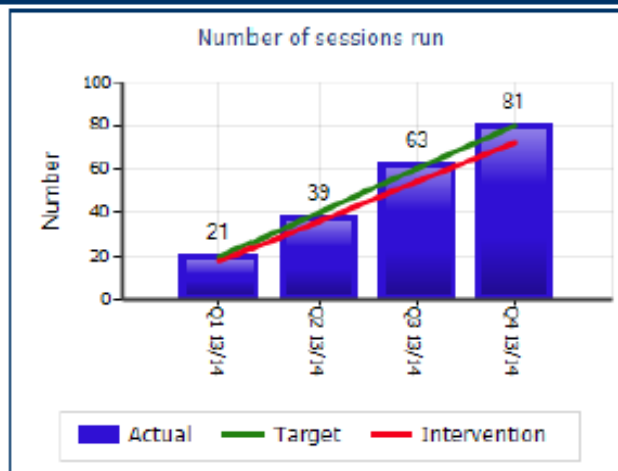
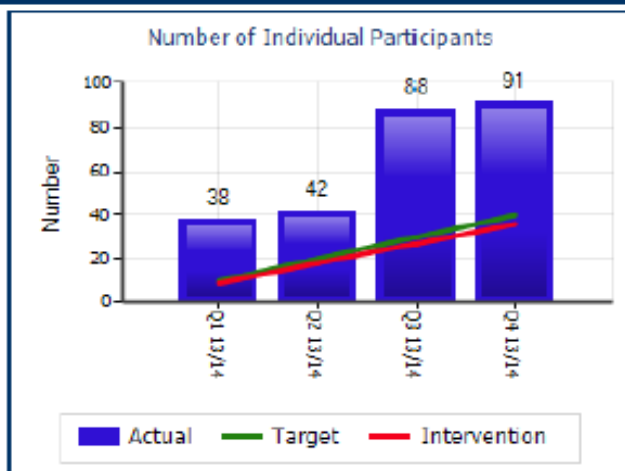
This project will involve the Communities First team working with youth services, GAVO and Sports Development to maintain existing StreetGames sites within Caerphilly Basin by: Encouraging new volunteers to get involved, Arranging StreetGames training sessions, Providing monitoring information to StreetGames.

In addition, this project will involve setting up at least 1 additional StreetGames site within Caerphilly Basin.

The key purpose of the project is to provide physical activity opportunities for young people within communities where there is limited opportunity or access to sports sessions/clubs.

Page 46

Measuring Effort



Healthier Communities

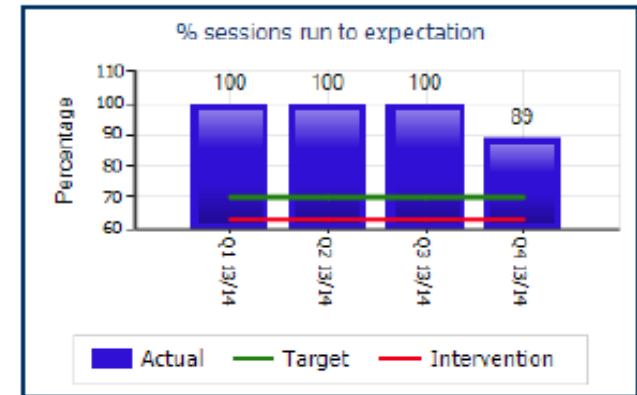
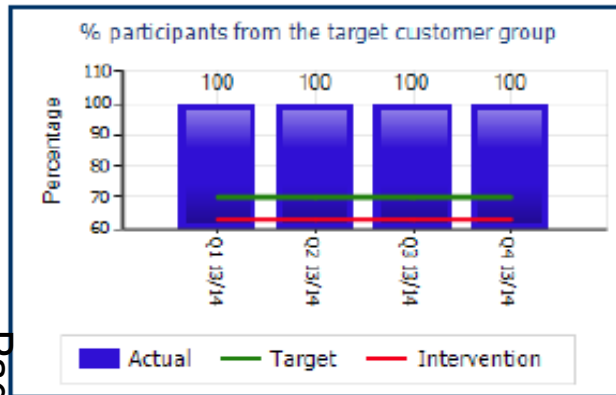
HC2 Promoting Physical Well Being

Project 1: StreetGames



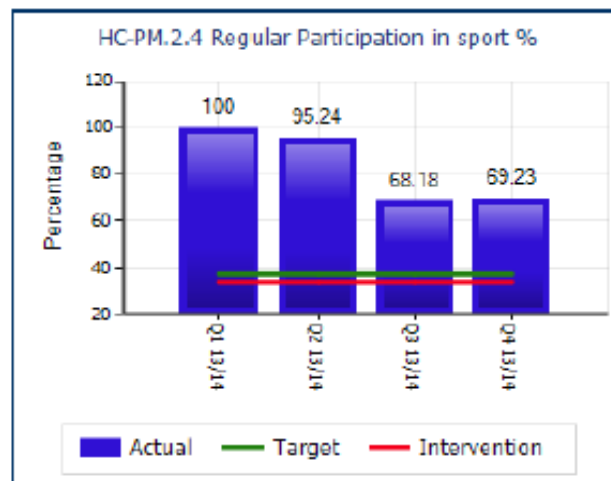
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 47

Measuring Effect





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Welsh Government

HC4 Encouraging Healthy Eating

Project 1 - Portion Plate Sessions

Page 102

Healthier Communities

HC4 Encouraging Healthy Eating

Project 1: Portion Plates



communities first **cymunedau yn gyntaf**

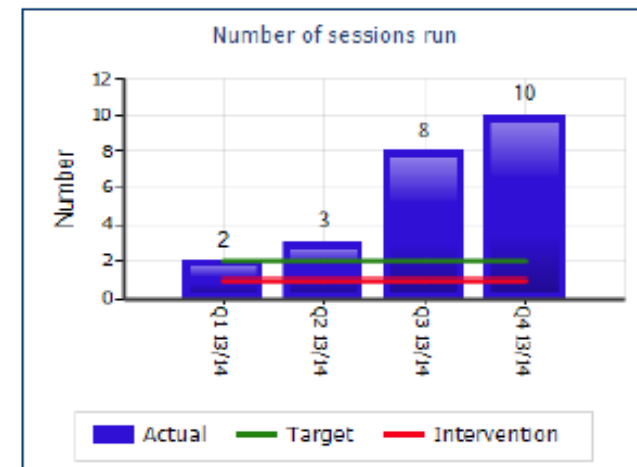
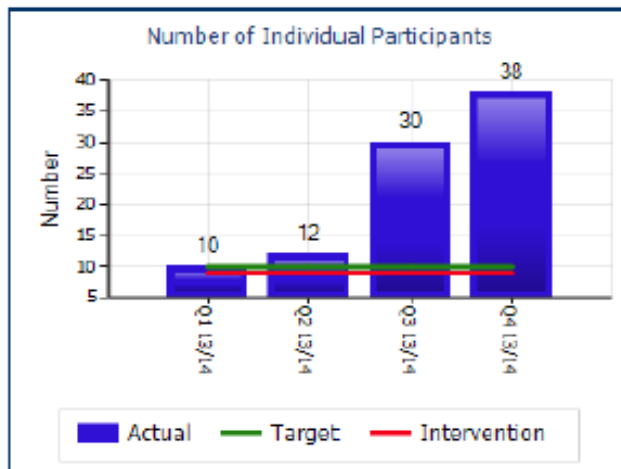
Project Description

This project will involve the Communities First Health and Wellbeing officer working with a variety of community groups covering a wide demographic range to raise awareness of healthy eating via portion control.

Sessions will be delivered in an interactive, adaptable manner to suit the needs of the attendees and will predominantly be focussed on integrating healthy eating messages into residents' lives.

Page 49

Measuring Effort



Healthier Communities

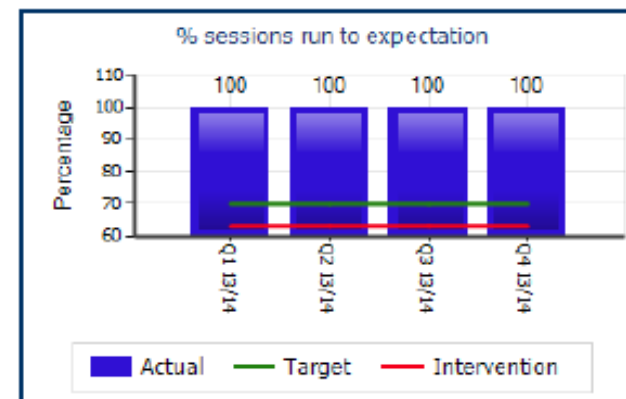
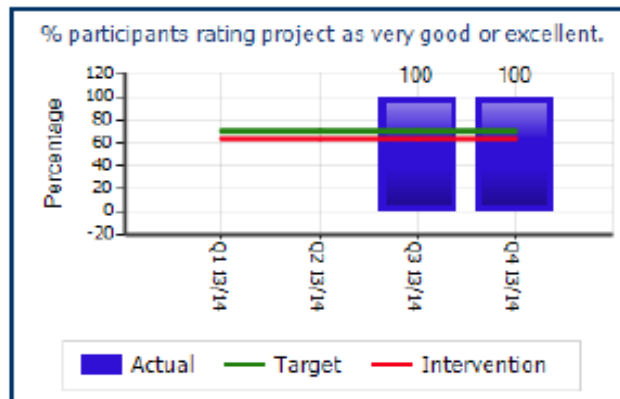
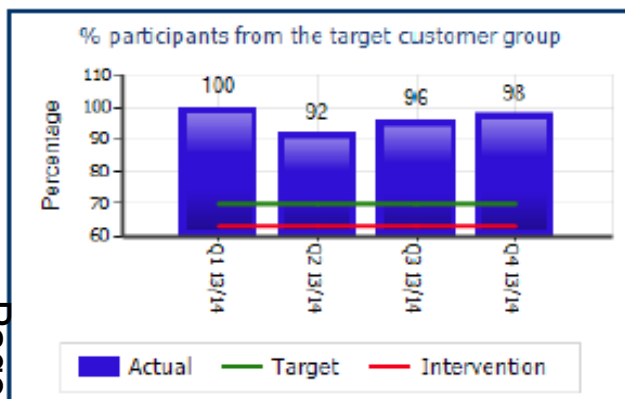
HC4 Encouraging Healthy Eating

Project 1: Portion Plates



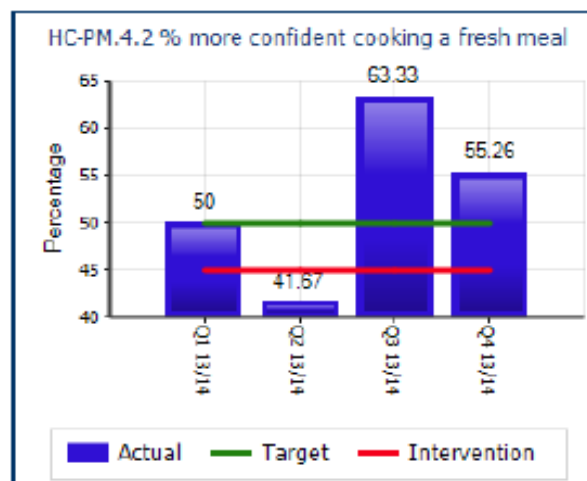
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 50

Measuring Effect



Community Involvement

The Caerphilly Basin CF Cluster is a dispersed cluster, which comprise of a number of areas deprivation in the area surrounding Caerphilly Town. The areas are largely comprised of the social housing estates, with the areas of Lansbury Park, Penyrheol, Trethomas, Trecenydd and Graig yr Rhacca all have high levels of social housing tenants. Also with the cluster is the Aber Valley, a traditional former mining settlement. The distance between these pockets of deprivation leads to a number of challenges for the cluster delivery team, it does mean that decisions on where projects are delivered are firmly based on the need for the project, and the individual statistics for the various areas. This model has proved very successful during the first year of delivery.

The Basin has some the worst areas of deprivation in the Country, With St James 2 being ranked 2nd in the WIMD and GYR 35th. There are extremely high levels of economic inactivity, the lowest levels of progression to further and higher education, in many of the areas within the cluster. The dispersed nature of the cluster also means that geographical many of the most deprived LSOAs neighbour some of the most affluent areas of the borough, thus causing stigma and emphasising the deprivation levels.

Community Involvement will underpin the delivery of all projects within the Caerphilly Basin and will include information, engagement, development and empowerment work throughout both the development and delivery of all projects. It is essential that those most in need are empowered to access and benefit from projects aimed at supporting them to make a positive contribution to their lives. As such the approach to community involvement in the Caerphilly Basin will be underpinned by existing strategies and good practice. Caerphilly County Borough's Regeneration Strategy states 'Data alone is not sufficient to provide a comprehensive, balanced and comparable picture of an area and its needs' and emphasizes the need to utilize the knowledge and expertise of the staff, services and communities involved by bringing together Community Partnerships with the relevant council departments and external partners. A number of key achievements took place as a result of the council's consultation strategy and LSB engagement strategy in 2008 which have now been built on in the Draft Public Engagement, Participation and Consultation Strategy 2011-2014.

Community Involvement in the cluster area will follow the National Principles for Public Engagement and The National Children and Young People's Participation standards for Wales. Each Communities First cluster involvement plan will also inform the wider involvement plan for the borough for inclusion in the development of the Single Plan.

Community Involvement will underpin the delivery of all projects within the Caerphilly Basin and will include information, engagement, development and empowerment work throughout both the development and delivery of all projects. It is essential that those most in need are empowered to access and benefit from projects aimed at supporting them to make a positive contribution to their lives. As such those organisations from the public, private, voluntary and community sector who currently have access to those most in need have been and will continue to engaged in the programme to facilitate contact in a way that best suits the individuals and families.

Many mechanisms for involvement already exist in the Caerphilly basin and where these are effective their success will be built on. There has been a strong track record of community development in the area for over 10 years and a number of existing structures already exist to ensure that Community Involvement and Service delivery are clearly linked across CCBC. These existing structures will be fully utilised and enhanced with the implementation of other methods of involvement.

Community involvement activities will be be-spoke and tailored to attract those who will benefit most from the projects being delivered. Providing interesting and innovative activities that generate 'word of mouth' promotion within the community. Most community members will not want to attend meetings or forums but can be encouraged to engage when a specific topic is of interest to them. Developing relationships and supporting individuals involvement through the most appropriate group or individual is key.

We realise it is of great importance to respond to the views of the community, at all levels, and have appropriate methods to feedback to the community at the level most appropriate and in the format most appropriate to the individual/group's needs. This will take into account all equalities matters when dealing with individuals and groups needs. All Communities First staff have involvement and engagement as an integral part of their role and each officer will undertake an involvement planning process for each individual project.

Communicating with hard to reach groups will be extremely important. Some disadvantaged groups have a greater need for services whilst experiencing greater barriers to accessing them. It is essential therefore that every effort is made to seek the views from these under represented or seldom heard groups and links with other providers and partners will be key to the contact and involvement of these individuals and families. As such those organisations from the public, private, voluntary and community sector who currently have access to those most in need have been, and will continue to be engaged, in the programme to facilitate contact in a way that best suits the individuals and families:

Voluntary Sector and Community Engagement

The GAVO Communities First Development Team will continue to work closely with the Voluntary Sector and associated Volunteers and individuals with the aim of promoting the Communities First Programme and by engaging individuals and groups into the process. GAVO will encourage participation within the Communities First Projects and make links between organisations and officers working within the Cluster area.

The GAVO CF Development Team will continue to support Partnerships in areas where they continue to meet and will ensure that they are fully engaged in the Communities First Programme.

The GAVO team will also continue to hold Voluntary Sector Forums within their respective areas. The Forums will be held on a quarterly basis within the cluster and will provide an opportunity for networking as well as information sharing. Not only will the CF programme be discussed and promoted at the Forums but also other initiatives designed to benefit the wider community. Attendees range from individuals living within the cluster to large National Charities. Opportunities for organisations to promote their work occur at the forums, which allow us to link their work to the wider CF Programme.

GAVO will work within the Cluster to ensure that the Tackling Poverty Fund is fully utilised within the Caerphilly Basin Area. Further to this when working with groups to develop projects e.g. the Graig y Rhacca Allotment project, that they are fully engaged into the CF Process while continuing to advise on wider project development ensuring that links between community organisations and the three Communities First themes are established.

A number of Community engagement activities will take place across the cluster during the year. In GYR it is likely that the Partnership will dissolve in 2014. However due to the WHQS scheme operating within the area an informal Tenants and Residents Association has been established via CCBCs Tenant Liaison Officers. In the Penyrheol and Churchill Park areas showcase events will be held, it is hoped that informal tenants and residents (TARA) groups will be established in these areas also, which can then represent the area at the Voluntary Sector Forum. These groups will also form our route to wider engagement and consultation for future project development within the area.

Flying Start and Families First

All but one of the LSOAs with the Cluster are Flying Start areas, and strong links between the CF, Flying Start and Families First staff, and participants is intrinsic to the partnership approach in the Basin. A common referral form as well as joint project planning between programmes continues.

Primary Care and GP's

The Cluster Manager, Health and Mental Health Officer are members of the Neighbourhood Care Network, facilitated by ABHB. This has provided a unique opportunity to engage with GP's who are often the only point of contact for those most in need. Discussions are now on-going to undertake a referral pathway into appropriate CF provision, with opportunities to shape projects to meet patients needs.

Libraries

The new library in Caerphilly Town Centre will be opening in January. There are ongoing discussions about services that could be delivered by the Cluster delivery team at the library premises. In partnership with Get Caerphilly Online and C2:0 the library will host Digital Fridays, a programme of open house support for digital skills.

Housing

CCBC's requirement to meet Welsh Housing Quality Standards BY 2020 has provided a unique opportunity to engage directly with tenants. In 2014/15 a significant amount of the WHQS improvements will be taking place in the Lansbury Park area, this will offer the opportunity to engage with residents who have had no previously involvement in the CF programme. Every home in the Lansbury Park will be visited as part of the WHQs by their Tennant Liason Officers. The TLOs now attend delivery team meetings and a steering group is being formed to ensure the opportunities for joint working are maximised. It is also hoped that TLOs will co locate with the Delivery Team in the Lansbury Park office. A questionnaire has been developed to identify the support needs of every tenant. In addition, a direct referral process has been developed into CF activities.

Caerphilly Passport Programme

Communities First is the primary referral route into onto the Caerphilly Passport Programme, which gives participants the opportunity to secure a 6-month, paid Jobs Growth Wales placement. If eligibility onto the CPP is not identified during initial engagement, due to multiple barriers, officers will look to refer to appropriate provision in order to build on skills with the aim to re-refer at a later date.

Schools

The dispersed nature of the Caerphilly Basin Cluster means there are 3 comprehensive schools serving the areas within the cluster. The delivery team has strong relationships with these schools. Project delivery within the schools will be determined via consultation with the Educational Welfare Officer, and based on where there is most need. Given the wide catchments it is impossible to focus purely on pupils living within the CF areas as it has become increasingly clear that the links between attendance and attainment do not always correlate directly with living in areas of deprivation. As such given the nature of the cluster it is highly likely that schools will refer pupils who don't necessarily live in a CF area.

Youth Engagement

To tie in with the National Occupational Standard (NOS) value of collective action, and promote the participation of people within communities, youth consultations will by take place throughout the year to collate information on barriers to employment and tailor projects to suit need and develop organically where possible.

Involvement and engagement of young people will take place through various methods. Young people will be identified through outreach and detached sessions, with Youth and Family officers working with them on the streets, providing information and support so they can also engage in centre based sessions.

In addition to this officers will ensure that they work in partnership with other organisations and services that also provide support to young people. This will enable better sharing of information and a co-ordination of services.

There will be a particular focus on engaging with schools, Social Services Safer Caerphilly Community Safety Partnership, Families First and Youth Offending Service, in order to identify and engage young people who are experiencing significant issues or who are living in circumstances that prevent or hinder their progression.

The Youth and Family Officers ensure that Children and Young people from across the borough are represented at both Junior and Youth Forums and that reps are chosen through a fair and equitable process. The children and young people involved in representation are supported to gather information prior to any sessions and to feedback to the groups that they represent, in line with the National Participation Standards for Children and Young People.

Groups and individuals are also given the opportunity to contribute to local and national consultations and are supported to do so. They are also provided with opportunities, in conjunction with Caerphilly Youth Forum, to visit European Parliament in order to raise views and issues at a European level and to enhance their political understanding.

In order to engage young people and families who are considered 'harder to reach', Youth and Family Officers undertake home visits and work closely with partners to identify young people and families who could benefit from engagement. Home visits are often undertaken with Social Service or Police, but can also be undertaken without partner support through prior discussion with the young person and their parents.

All sessions delivered are based on discussions with the relevant service user; children, young people and parents. The activities are based on need and sessions are delivered that specifically focus on identifying interests, needs and areas for development. It is from these sessions that the wider programme is developed.

Measuring Performance of Community Involvement

Effective systems for monitoring and evaluating the progress of the delivery teams work have now been established. All participants in CF projects and activities now fill in enrolment forms, thus enabling us to monitor and track their involvement. There is also an extensive feedback process to ensure participants can input into future project delivery.

Measures to be monitored include the following:

- Number of meetings, including cluster, partnership, sub group and planning meetings.
- Numbers of residents attending meetings.
- Numbers of volunteers supporting events (Including demographic information)
- Number of residents attending events (Including demographic information)
- Number of Participants in Communities First Activities (including Young People)

This process will be monitored constantly, and modified if and when necessary to suit the needs of the Cluster and to fulfill the aims of the CF Programme

Marketing and Communications

A variety of mechanisms to inform and engage the community will be undertaken including:

Meetings, forums, sub groups, task and finish groups, events.

All of the above will take place in accessible venues, to ensure there are no barriers to resident's involvement. Advice will be sought from CCBCs Policy and Equalities team when necessary to ensure venues are appropriate.

To ensure all residents in the cluster are aware of the activities, and taking into account the latest trends in communication, there will be a website, and a presence on social media sites (such as Facebook and Twitter). Current research suggests even the most IT illiterate are able to access social media sites.

There will also be newsletters for the communities in the Cluster, which will be used to update the wider community and promote activities and events to every household. The newsletters will also be made available electronically.

All the above information will be easily readable and straight to the point, therefore attempting to reduce barriers. Information will also be available in Welsh and other languages upon request

Supporting Narrative for the above projects:

Caerphilly Basin **Work club:**

The Work Club project continued to be a strong project for engaging with out of work customers. 1 work club run during 2013/14 from Van community centre. We also run 2 work surgeries, which allowed customers to access support in a 1-2-1 environment are run in the cluster. Over the year 149 people accessed this service.

In 2013/14 the work club project encompassed all customers of the work club, all those who had 1-2-1 surgery sessions and all those who attended work related training. As a result, the dashboard attached gives a false impression of the effectiveness of the Work club project. As although 149 participated in the project, not all of these attended any of the training provided, hence diluting the percentage results for those gaining a qualification.

This has been addressed in 2014/15. The projects are now split to ensure reporting is a more accurate reflection of the individual projects. We now have a Work Surgery project, which now sees 4 separate surgeries being run in the cluster, and a separate Employment Training project.

Care That Works

In the autumn of 2013 the Communities First team working in conjunction with the local authority's Social Services Staff Development Team held a 10 week Care That Works programme. The project included training based on the care industry such as Protection of Vulnerable Adults, The Fundamentals of Care and several awareness sessions around disability, mental health and infection control. Also included within the programme were activities around employability such as CV writing, interview guidance and workplace policy, procedure and expectations.

Supporting these activities were Positive Mental Aggression sessions that focused around working as part of a team, communication skills and self-defence techniques.

The course began with 14 clients with 13 of those completing the programme. One client secured work whilst on the programme, another four secured employment shortly after the project with another two joining the local authority in a work placement capacity.

The feedback received was very positive with all clients reporting back that the course had benefited them and improved their confidence and ability to find employment.

Several care related employers attended our sessions to discuss talk about the care industry and discuss the skills and attributes needed in this sector. All of the interested clients were invited to formal and informal interviews as a result of their involvement with excellent feedback on the trainees report to the delivery team.

To build on the success of this project in 2013/14 a further 5 industry tailored projects will run in 2014/15 covering industries such as construction, retail and contact centre work.

Parent Employment Project

The parent employment project proved very successful as a learning project. Working with parent groups run by the Families First funded parent Network and Flying Start. Training courses were provided, which in the long term would support the participants into work. 14 sessions were delivered over the year to parent groups, with 26 participants. 76% completed the courses, with 73% of participants gaining a qualification.

The project will continue in 2014/15, but with a greater emphasis on learning rather than employment. Feedback from this year has shown that the majority of participants are not seeking to return to work until their children are in school.

Streetgames

StreetGames is a national project, and is one of the Communities First Shared Outcomes projects, that has been adopted in Caerphilly Basin with the key purpose of providing physical activity opportunities for young people in communities where there is limited opportunity or access to sport sessions/clubs. Two weekly sessions are run in the Caerphilly Basin area currently, one operating from St Cenydd School and one from Lansbury Park. To date, 81 sessions have been run. 91 participants have regularly accessed the service during this time. With 70% of participants now regularly participating in sport. In 2014/15 a further site will be established in the Aber valley.

Portion Plates

This project aimed to increase the nutritional knowledge of local families in order to provide 'me sized' meals in line with the Eatwell Plate. In conjunction with the Families First funded Family Engagement Project and other local groups, 10 sessions were delivered with 38 participants. Evaluation data collected has proven positive in line with the outcomes of participants gaining the skills and knowledge to make appropriate behaviour changes and actual behaviour change.

However in 2013/14 these sessions were very theoretical with no practical cooking sessions to further support the participants to use appropriate portions and eat a balanced diet. Following feedback from participants this project will be enhanced in 2014/15 to include not only the Portion Plate sessions, but then 3 practical cooking sessions to re-enforce the theoretical learning.



Mid Valleys East

Prosperous Communities

Learning Communities

Healthier Communities

Community Involvement

[CCBC > Dashboard Report > WG](#)

This document is an extract from the full 96 page dashboard report that was used in 2013/14 and is intended to demonstrate the type of project data sets that were collected and what they tell us.

The report format and individual performance measures, are selected from a prescribed template that was issued by the Welsh Government.

This type of dashboard report can be used periodically, in conjunction with other documents, such as; the original bids and supplementary comments reports, to enable the Welsh Government to determine the levels of project delivery and their success, and decide on the timeliness release of project funding.

This extract shows 'a sample' of the performance data that was collated, analysed and reported for the year 2013/14 for just a few of this clusters projects.

Further information can be made available from the Communities First Manager.

Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 3: Voluntary Work Placements



communities first **cymunedau yn gyntaf**

Project Description

The GAVO CF development officer will identify and work with community groups in the cluster when they need extra voluntary support. The development officer will liaise with the GAVO Volunteering Bureau and host organisation to develop a Volunteer Job description.

The Employment Support Workers will refer clients looking for Voluntary work placements to the Development Officer who will seek suitable volunteering opportunities and ensure the client is appropriate for the volunteering opportunity. Where groups need a Volunteer placement for specific environmental duties, the Groundwork officer will be responsible for supporting with the Job description and placement set up.

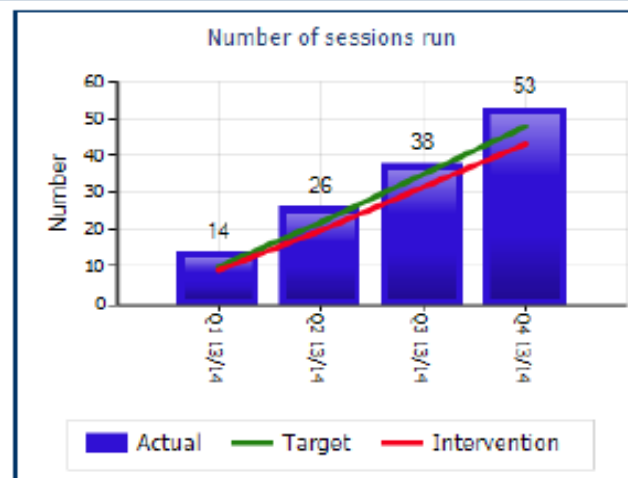
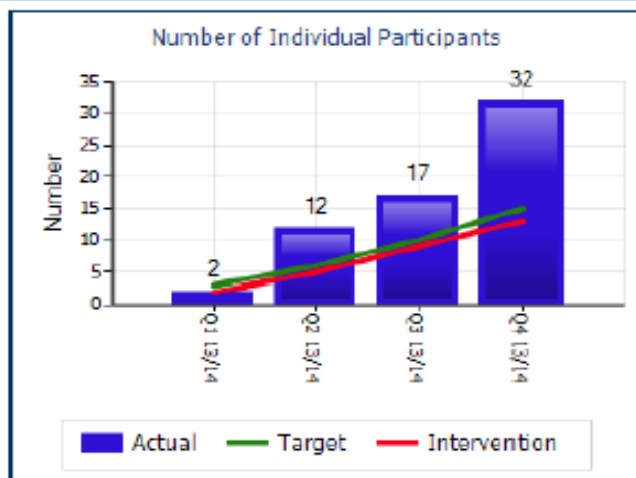
This project will provide additional resource to the voluntary sector, while providing tangible work experience to participants, which will be formalised by the presence of a Job description, thus supporting individuals to improve their employability.

Through links with EIO the Y and F workers will support families to engage in opportunities for volunteering and will become a single point of contact for families with emerging needs. The mental health support worker will develop a referral process with Gp's, social services and service providers to be able to support clients to access voluntary placements.

The Senior employment and enterprise officer will engage with businesses to identify volunteering opportunities and liaise with the GAVO CF development officer for placements.

Page 58

Measuring Effort



Prosperous Communities

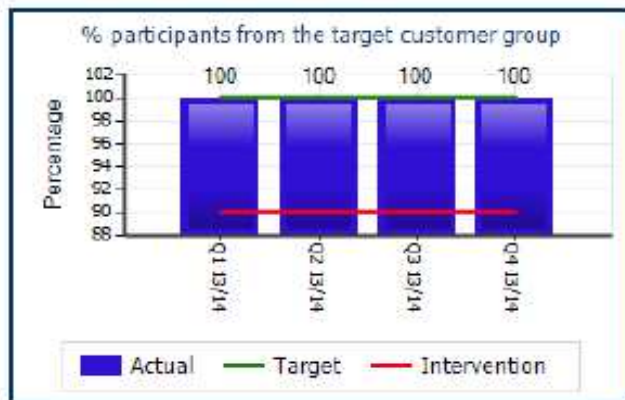
PC1 Helping People to Develop Employment Skills and find Work

Project 3: Voluntary Work Placements

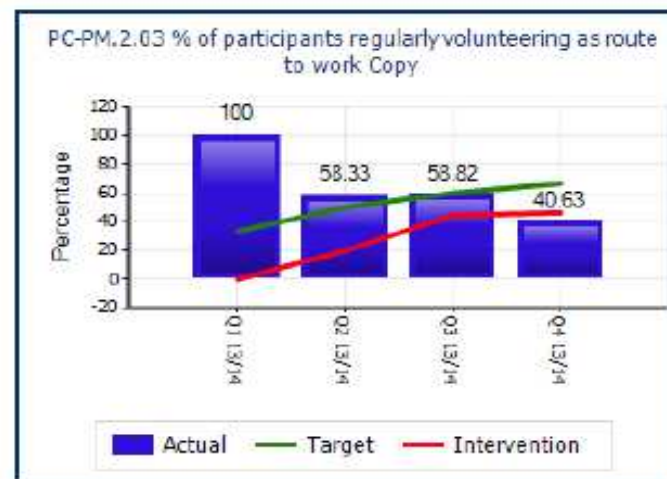
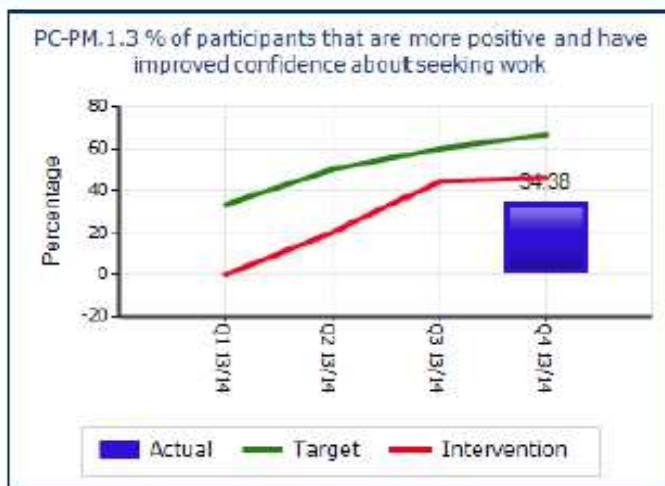


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 4: Pre Employment Programmes



communities first **cymunedau yn gyntaf**

Project Description

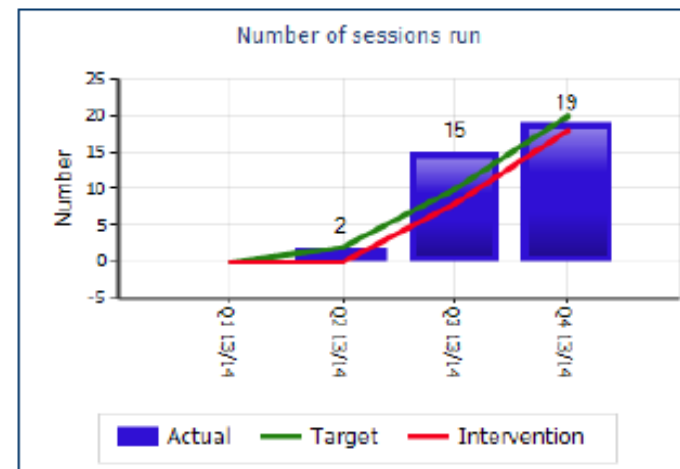
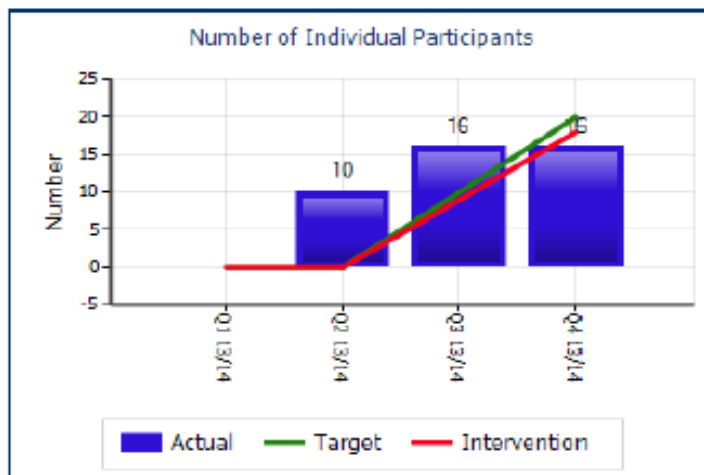
The Senior Enterprise & Employment officers will work with businesses and employers to develop pre employment programmes for specific industries.

The project will involve working with a number of educational providers and employers to identify skill gaps and create a focused training programme for unemployed and economically inactive adults.

Each programme will include, the completion of a CV and Cover letter, computer skills, interview skills, employer talks, volunteering experience as well as appropriate accredited training so that at the conclusion of the programme, each client will have improved employability skills in that area of work and relevant experience and training.

Page 60

Measuring Effort



Prosperous Communities

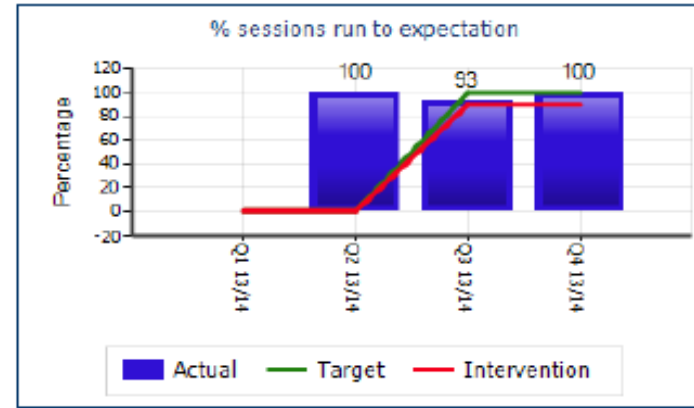
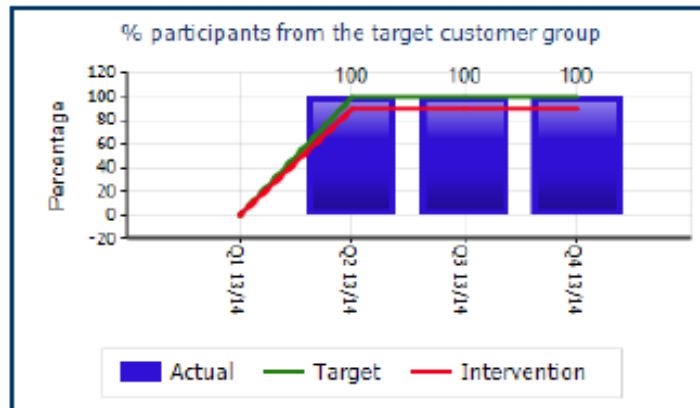
PC1 Helping People to Develop Employment Skills and find Work

Project 4: Pre Employment Project

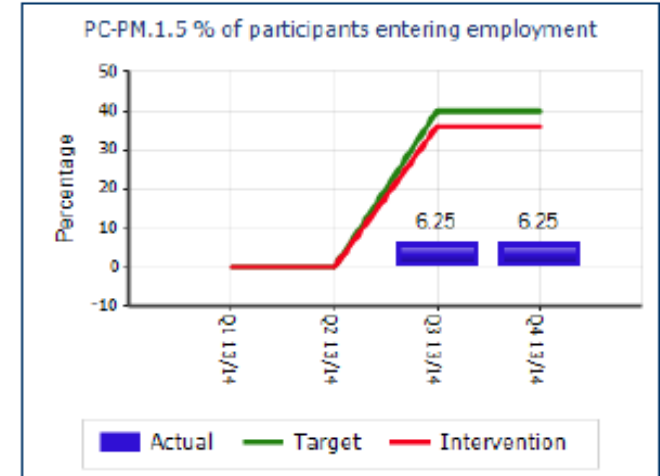
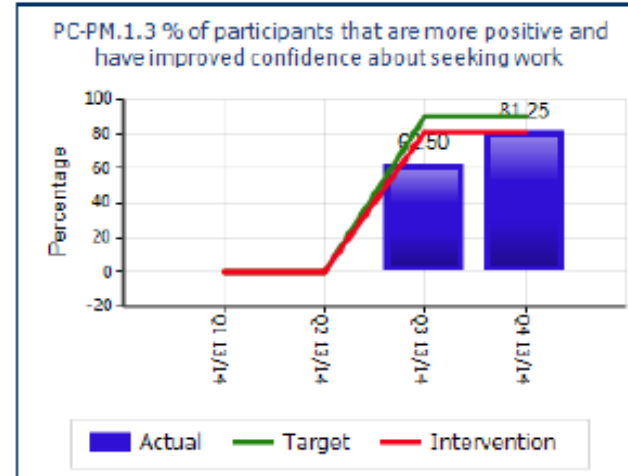
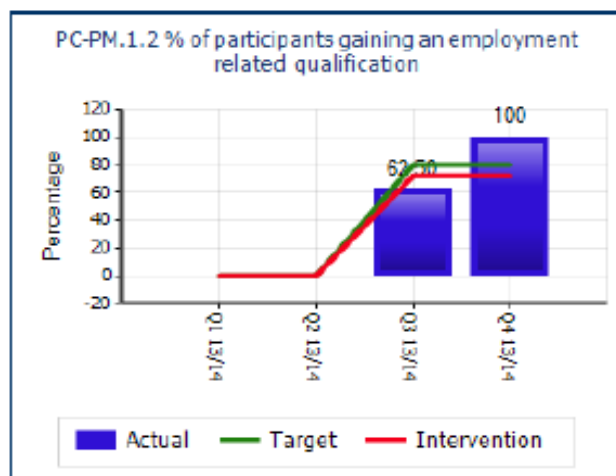


communities first *cymunedau yn gyntaf*

Measuring Quality



Measuring Effect



Prosperous Communities

PC3 Promoting Digital Inclusion

Project 1: Digital Employment Skills



communities first **cymunedau yn gyntaf**

Project Description

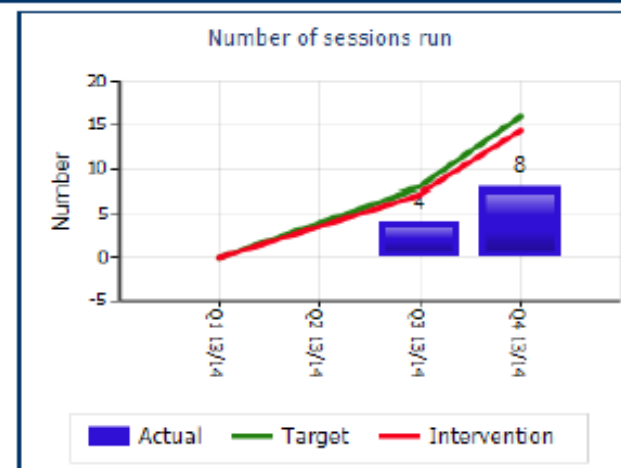
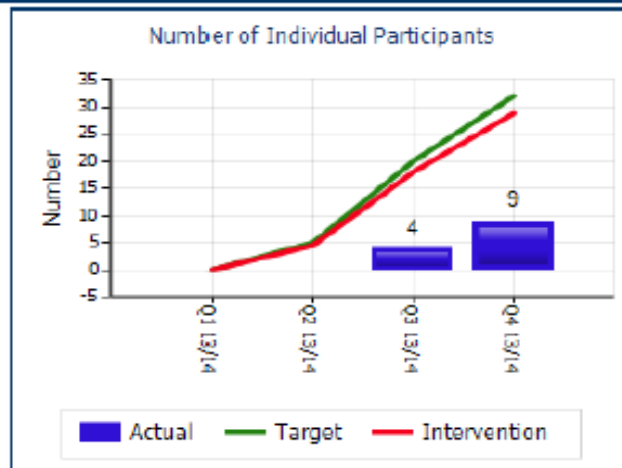
The project aims to get people online to improve employment prospects. Employment support workers will refer customers to Get Caerphilly Online, who will provide basic IT sessions to improve customers computer and employability skills.

Sessions will be based in a local community venue and will run for 3 weeks or up to 4 weeks depending on the level of support the customers need. JCP staff also will identify customers most in need and refer them to the project.

The project aims to increase levels of computer literacy and get people online to improve employment prospects. This will be done by supporting residents to set up email addresses, use email, access the internet and use basic computer packages to improve employability skills and their skills to apply for jobs.

Page 62

Measuring Effort



Prosperous Communities

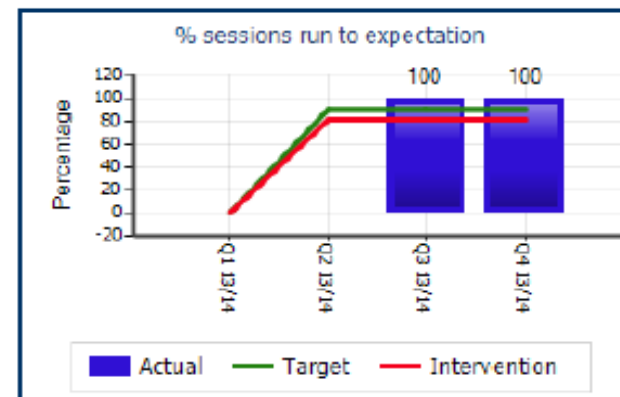
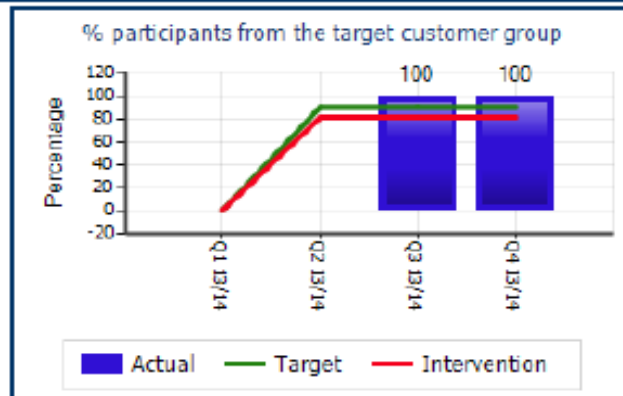
PC3 Promoting Digital Inclusion

Project 1: Digital Employment Skills

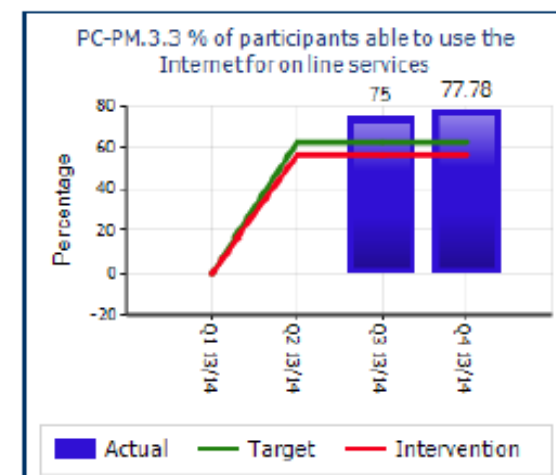
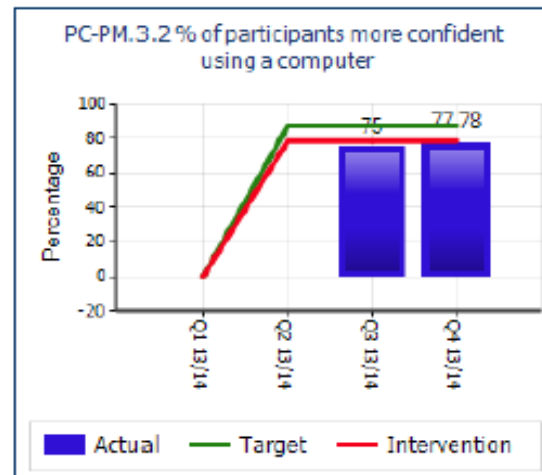
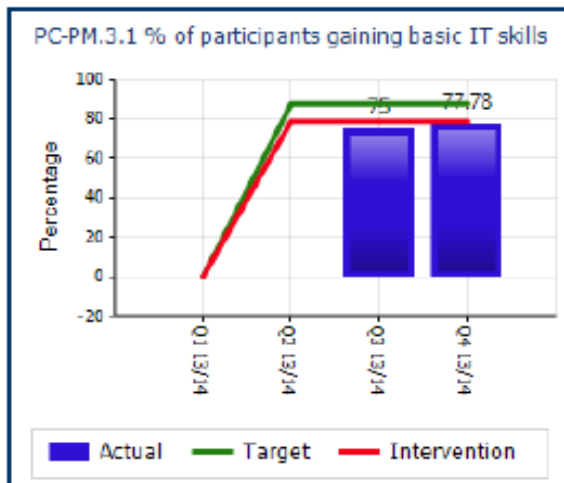


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



Learning Communities

LC2 Supporting young people to do well at school

Project 1: Relax Kids



communities first **cymunedau yn gyntaf**

Project Description

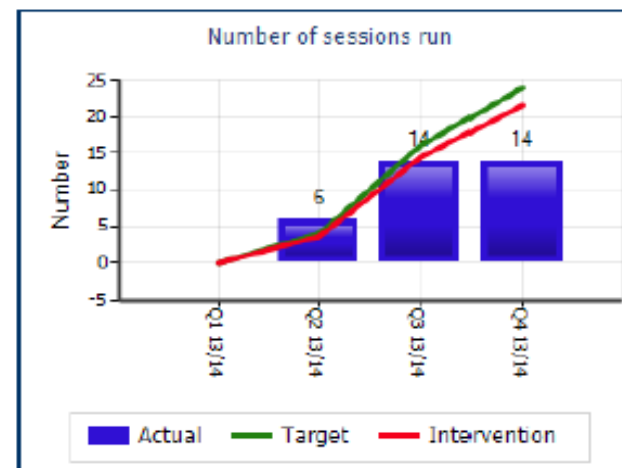
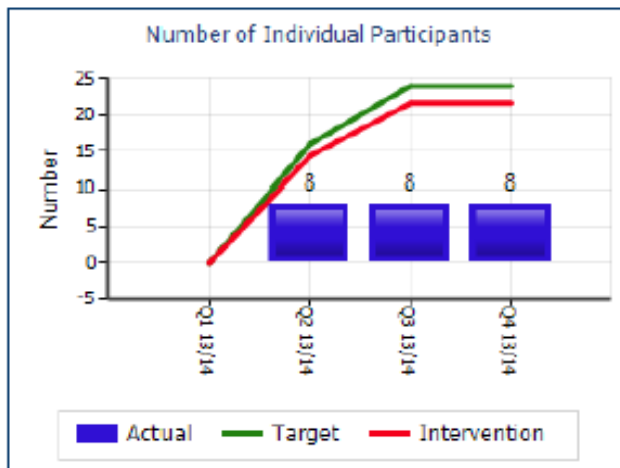
Relax Kids is a unique method of introducing children to relaxation which helps support the participants to become more positive, happy, productive and focussed. Regular practice can improve emotional literacy, concentration, self esteem and social interaction.

It is delivered through dance and movement, games, stretching and breathing exercises, peer massage and visualisation. The Relax Kids tutor will run a 6 week programme with pupils from years 5/6 in school setting.

Sessions will also be held with teachers and parents as part of the programme to ensure the methods and benefits are continued following the end of the programme.

Page 64

Measuring Effort



Learning Communities

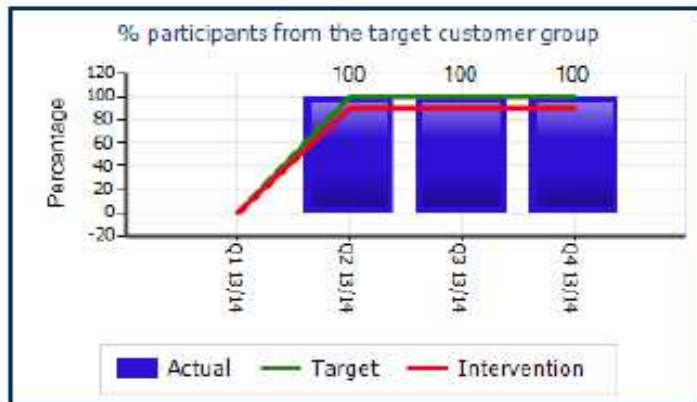
LC1 Promoting Family Learning in the Early Years

Project 1: Relax Kids



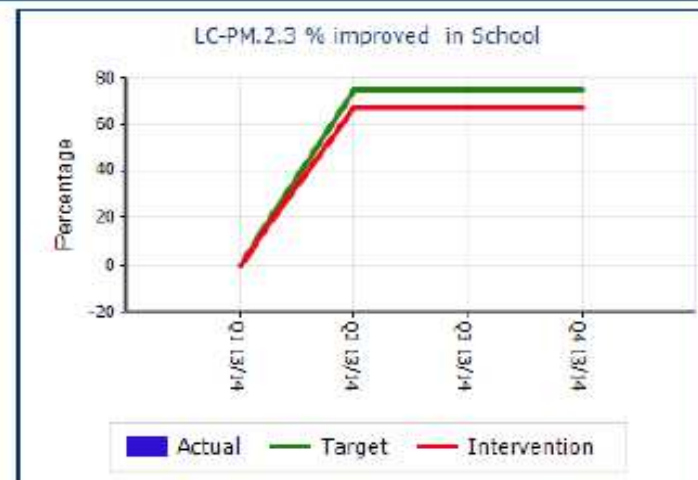
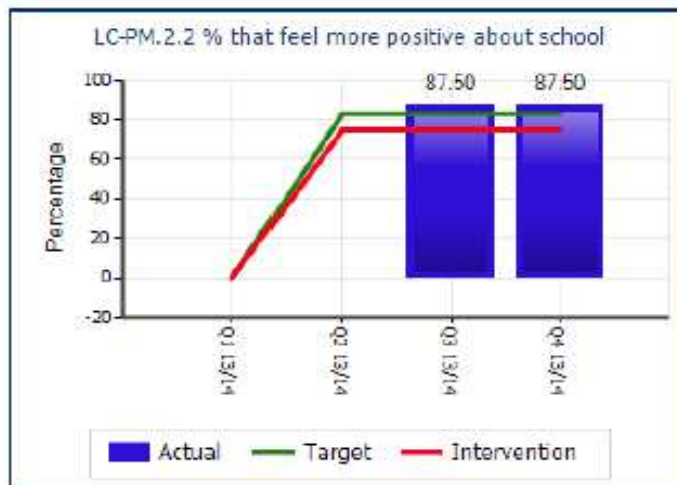
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 65

Measuring Effect



Healthier Communities

HC2 Promoting Physical Well Being

Project 1: Foodwise



communities first **cymunedau yn gyntaf**

Project Description

This project will involve the Communities First Health and Wellbeing officer working with a variety of community groups covering a wide demographic range to raise awareness of weight management and healthy eating.

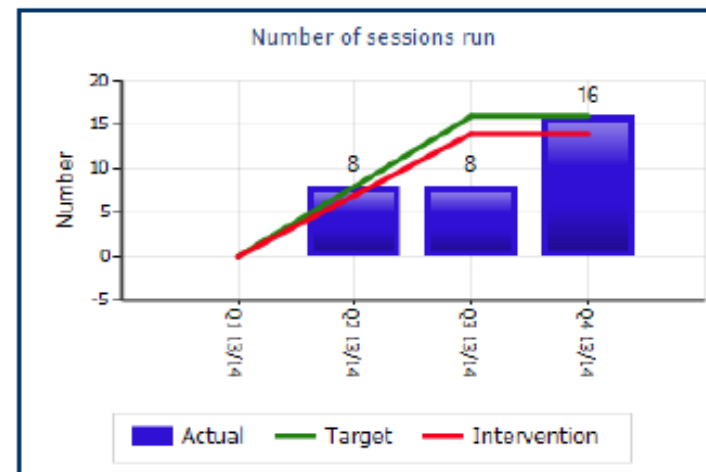
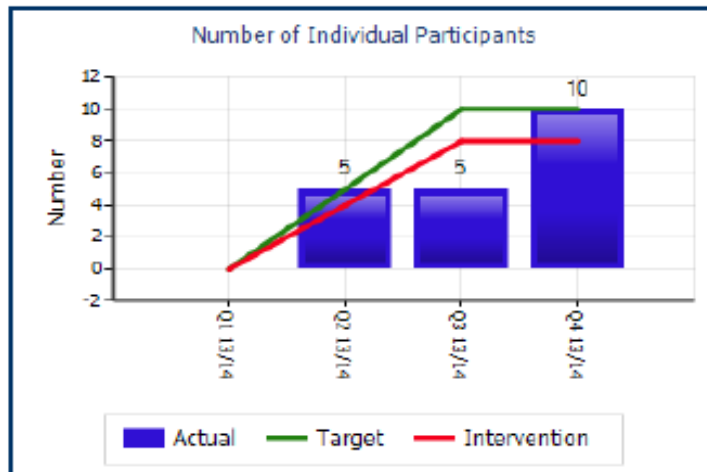
In order to achieve the above, a structured weight management programme will be run which will be based on the Change 4 Life and Eatwell plate principles. Sessions will be delivered in an interactive, adaptable manner to suit the needs of the attendees and will predominantly be focussed on integrating healthy eating messages into residents' lives in order to achieve/maintain a healthy weight.

There will be designated exit strategies from this project including referrals to the 'Community Grown, Community Consumed' project and the Diabetes X-pert Programme.

Participants will also have the opportunity to undertake a Level 1 OCN qualification in Nutrition.

Page 66

Measuring Effort



Healthier Communities

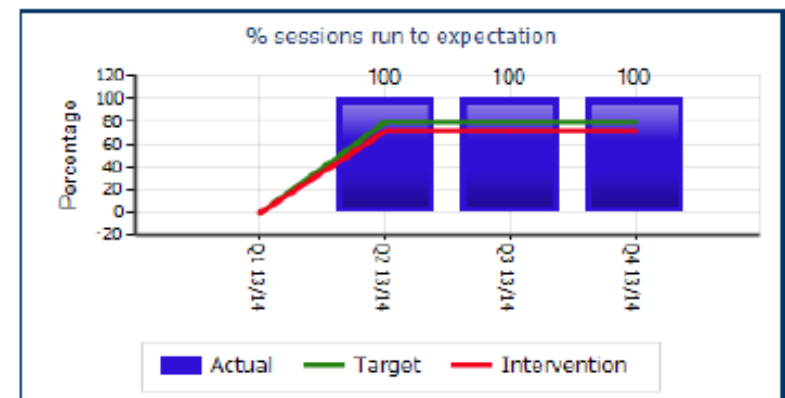
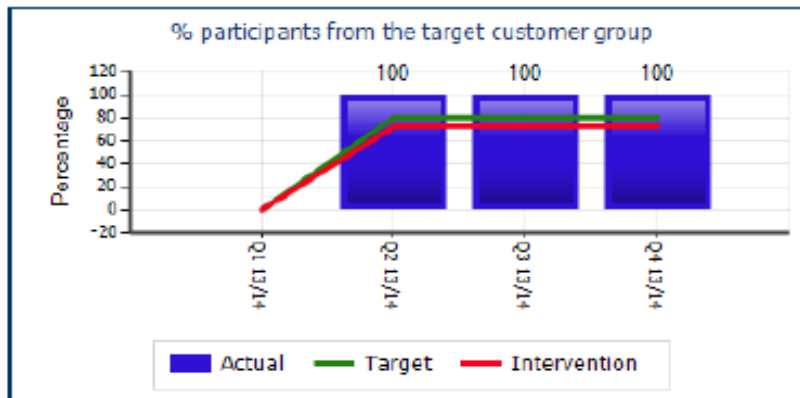
HC2 Promoting Physical Well Being

Project 1: Foodwise

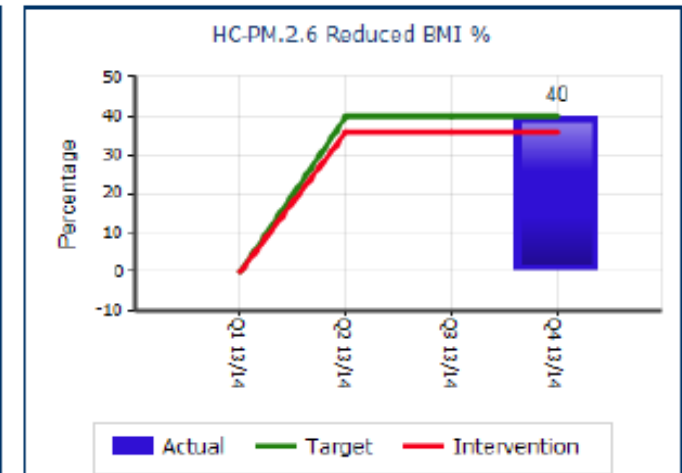
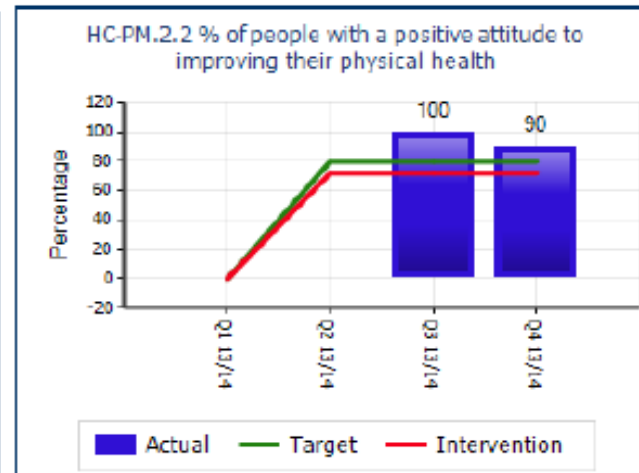
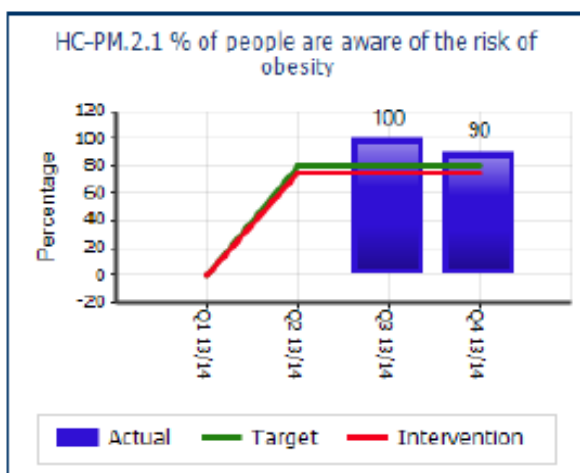


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



Healthier Communities

HC2 Promoting Physical Well Being

Project 2: Stepping Out



communities first **cymunedau yn gyntaf**

Project Description

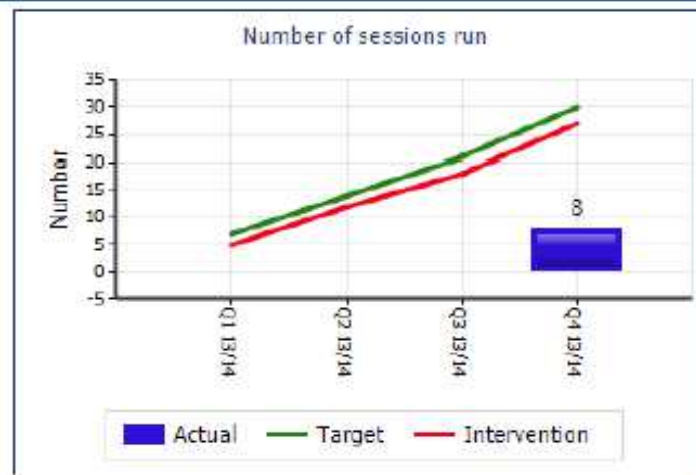
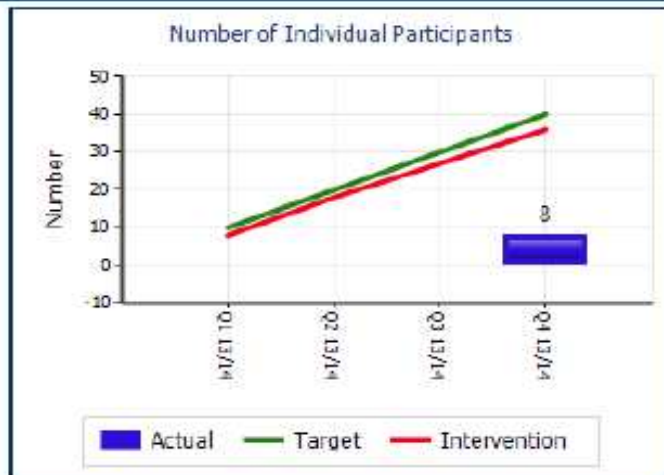
The project leads would engage and encourage community members to participate in physical activity within their local environment

The project would aim for the least physical active members of the community to participate in activities which are low cost and initially low intensity, such as walking, building up to more intensive activities such as gardening, litter picking, nature walks, orienteering and nordic walking.

The programme would consist of a number of sessions depending on the participants abilities

Page 68

Measuring Effort



Healthier Communities

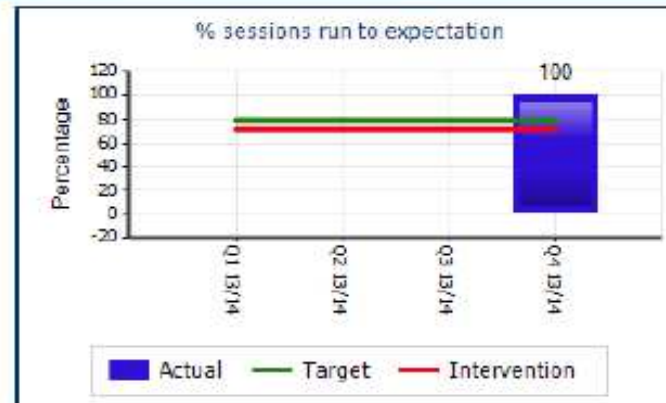
HC2 Promoting Physical Well Being

Project 2: Stepping Out

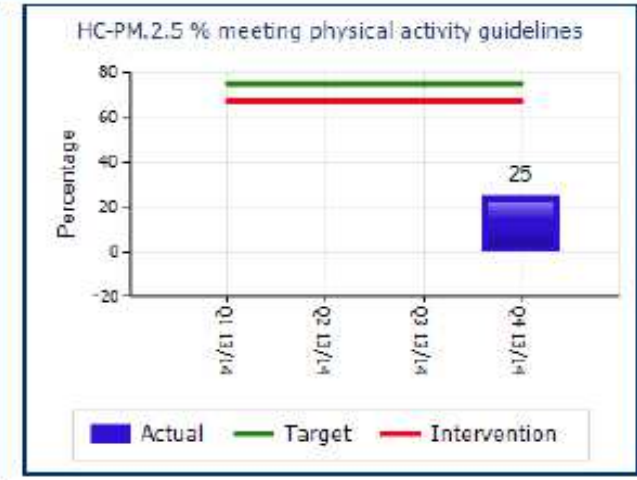
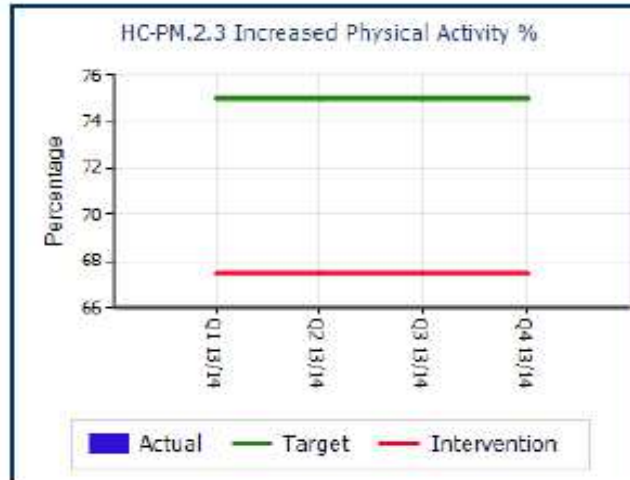
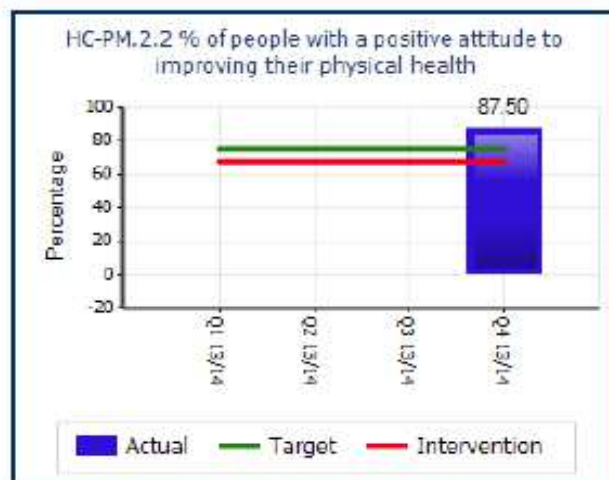


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



Healthier Communities

HC3 Promoting Mental Well Being

Project 3: Self Help Sessions



communities first **cymunedau yn gyntaf**

Project Description

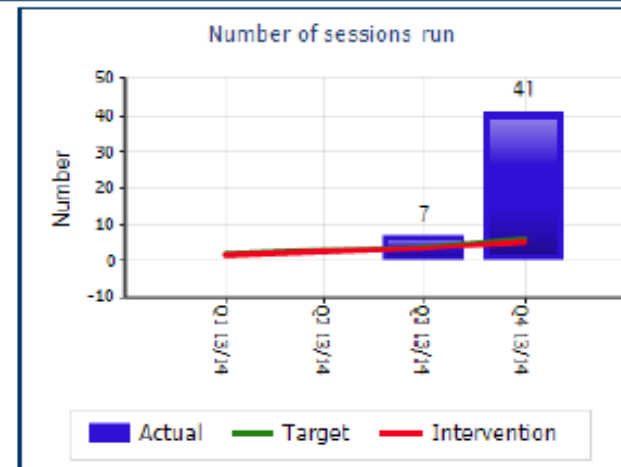
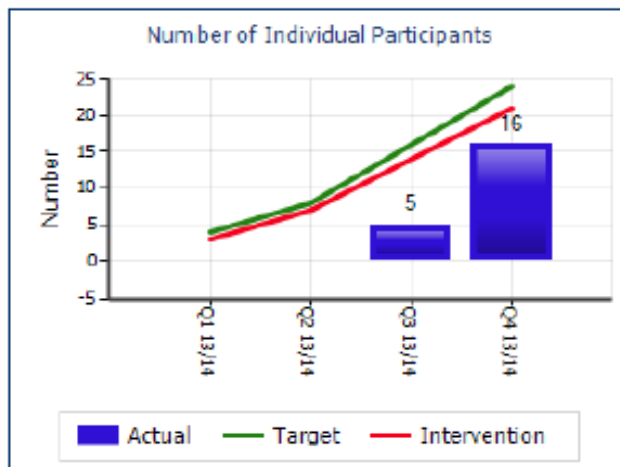
Provide self help sessions for individuals over 18 years of age with an aim of improving mental well being, self help strategies and recovery. These sessions can be run as standalone sessions or as a set of sessions for a group (if a suitable group is established and self-help sessions are identified as their specific need). Therefore the sessions can be structured in a way that educates individuals about general topics relating to well being or more specific topics. For example, specific topics might be related to post-natal mental well being, bereavement and loss, specific anxiety or mood disorders etc. This will depend entirely on community need and will rely on community involvement and feedback to shape the sessions.

A theme of all sessions should be about normalising common symptoms of poor mental health/well being in order to reduce the stigma around mental health and promote a more positive attitude towards mental health. If appropriate the MHO will pair up with staff from Hafal, Gofal or Mind to help provide sound mental health knowledge in supporting the development of a self-help sessions.

The MHO will attend meetings and provide input/guidance on issues such as: criteria for joining sessions/groups, confidentiality, promotion and publicity etc. The MHO officer will act as a signpost for individuals in the sessions who require further mental health support or further support from Communities First (CF). This might be through promotion, fund application, links between Communities First and Social Services or referral to other CF projects. The MHO should ensure sessions remain operational with the appropriate resources and community engagement opportunities. The project/sessions will be based in an accessible community building such as the White Rose centre.

Page 70

Measuring Effort



Healthier Communities

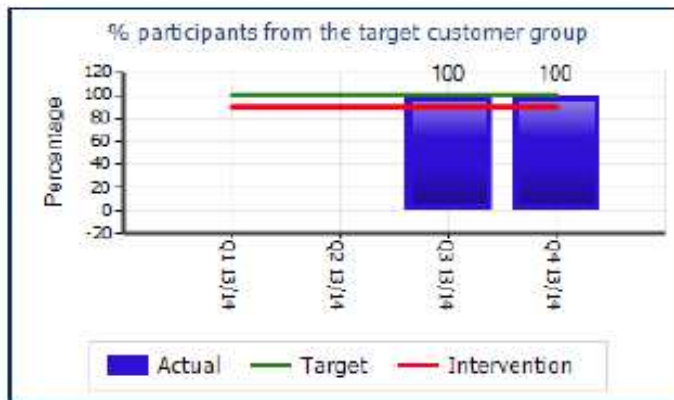
HC3 Promoting Mental Well Being: Project 3

Project 3: Self Help Sessions

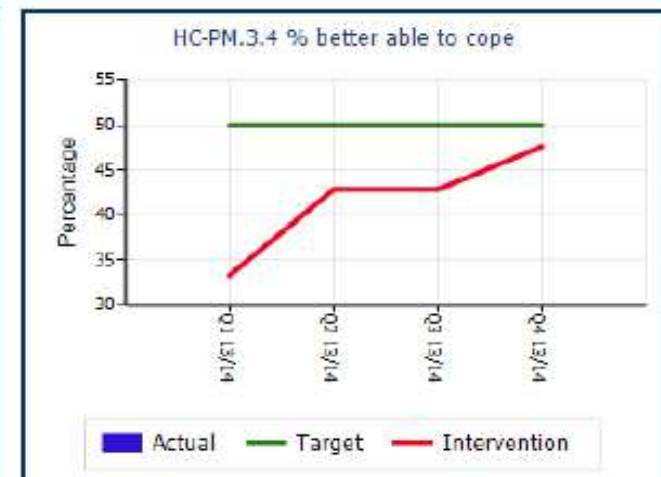
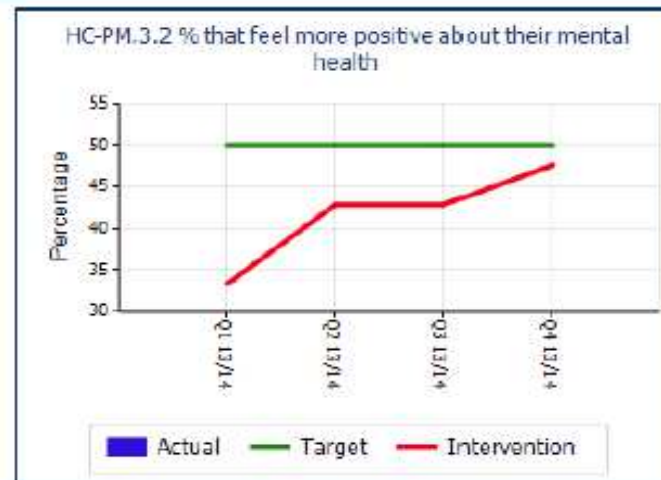
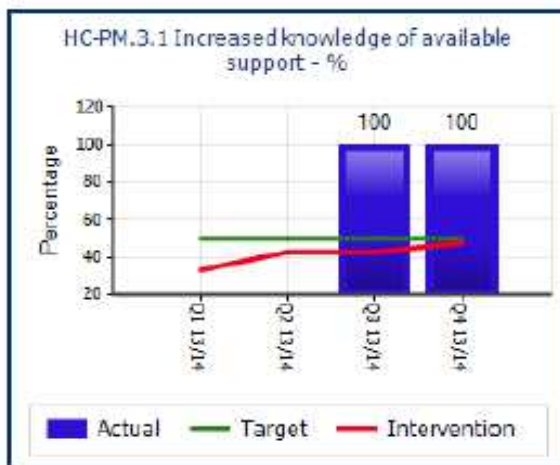


communities first *cymunedau yn gyntaf*

Measuring Quality



Measuring Effect



Healthier Communities

HC4 Encouraging Healthy Eating

Project 1: Portion Plate Sessions



communities first *cymunedau yn gyntaf*

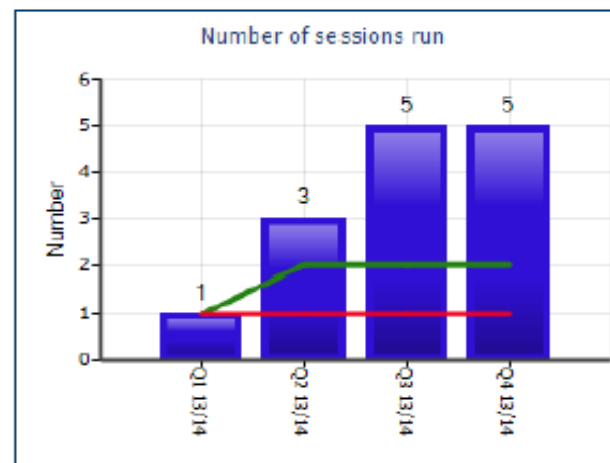
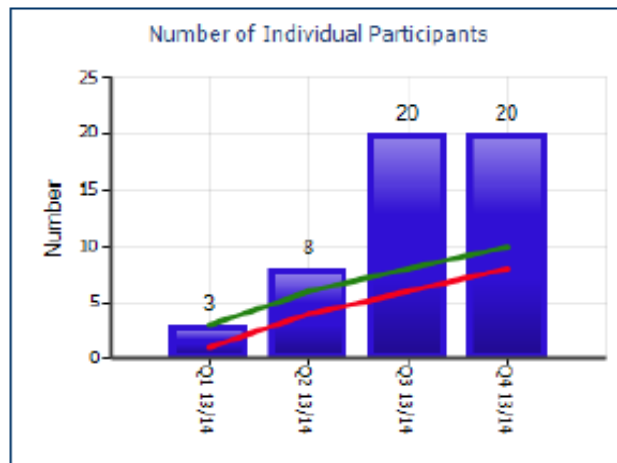
Project Description

This project will involve the Communities First Health and Wellbeing officer working with a variety of community groups covering a wide demographic range to raise awareness of healthy eating via portion control.

Sessions will be delivered in an interactive, adaptable manner to suit the needs of the attendees and will predominantly be focussed on integrating healthy eating messages into residents' lives.

Page 72

Measuring Effort



Healthier Communities

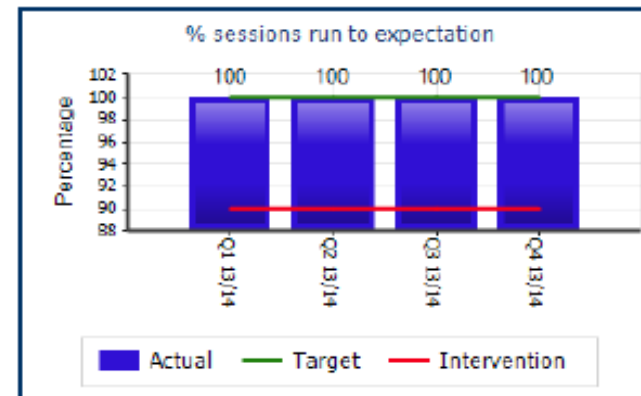
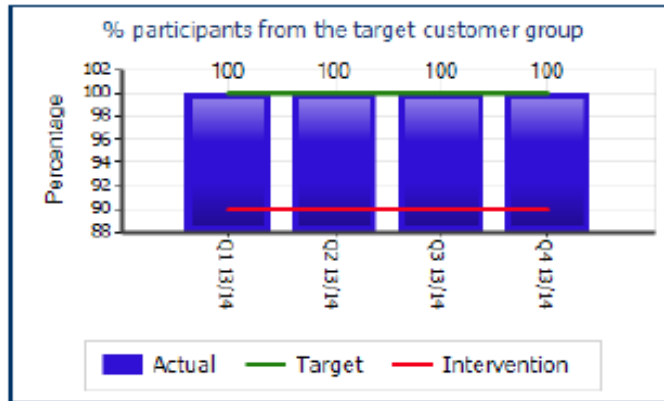
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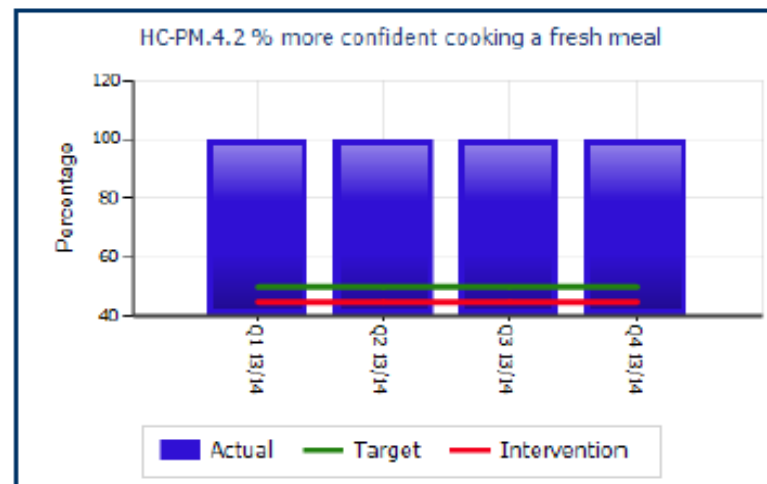


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



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Mid Valleys West

Prosperous Communities

Learning Communities

Healthier Communities

Community Involvement

[CCBC > Dashboard Report > WG](#)

This document is an extract from the full 102 page dashboard report that was used in 2013/14 and is intended to demonstrate the type of project data sets that were collected and what they tell us.

The report format and individual performance measures, are selected from a prescribed template that was issued by the Welsh Government.

This type of dashboard report can be used periodically, in conjunction with other documents, such as; the original bids and supplementary comments reports, to enable the Welsh Government to determine the levels of project delivery and their success, and decide on the timeliness release of project funding.

This extract shows 'a sample' of the performance data that was collated, analysed and reported for the year 2013/14 for just a few of this clusters projects.

Further information can be made available from the Communities First Manager.

Project that went well

FAST (Families And Schools Together)

A joint project with Save the Children and Communities First, delivering a wealth of activities over an 8 week period to encourage families to eat, play and spend quality time together. Benefits include improved relationships between the school staff and parents, CF staff and parents (which then often leads to further project referrals) the CF team and schools, and most importantly relationships within the family unit – between parents and children predominantly. There is also a separate “Parents’ Time” element which encourages parents to bond with fellow parents through peer support

This project has run with great success throughout 2013/14. As per targets, two programmes were completed within Mid Valleys West; one at St Gwladys Primary and another at Tir-y-Berth Primary School, with a total of 31 families taking part. Whilst we are still awaiting the formal detailed evaluation reports, (compiled by Middlesex University) both cycles resulted in positive feedback from the families regarding their experience of the programme – and many individual reports of positive impacts on family dynamics, relationships with children, children’s eating and playing behaviours etc were recorded. The CF team formed several relationships with parents involved in the project, which allowed them to make referrals into other CF projects and onto other partner agencies. The parents were typically those considered hard to reach, who had never been engaged in CF projects before. Some of the main support issues identified during the project were further support/advice for improving and coping with poor mental health, confidence, diet, nutrition, budgeting and financial support, employability skills and advice particularly around working with young people and training. Some parents also went on to volunteer locally. In particular, families from the Tir-y-Berth primary cycle have now formed a follow on FASTWORKS group, which meets monthly and provides an opportunity for parents of children within the school to meet as peers and participate in various activities with their children. This group also provides an opportunity for CF staff to remain engaged with parents with the potential for involving them in a range of additional projects to address needs.

Plans for 2014/15

The project will continue to support those families and schools mentioned above but also work with two new schools. Focus will be on robust CF monitoring methods and data collection, to avoid delays receiving evaluation information from Save the Children and Middlesex University.

Learning Communities

LC3 Supporting Families to be Engaged in their Childrens Education

Project 1:FAST



communities first *cymunedau yn gyntaf*

Project Description Save the Children have developed the FAST programme in the UK. The FAST programme is an after-school, multifamily group programme that is offered to all children and their families (including older siblings, grandparents and other family members) in a school year group. The course runs for eight weeks, and participants are encouraged to take part in a peer support network, 'FASTWORKS', for at least two years after they have completed the course.

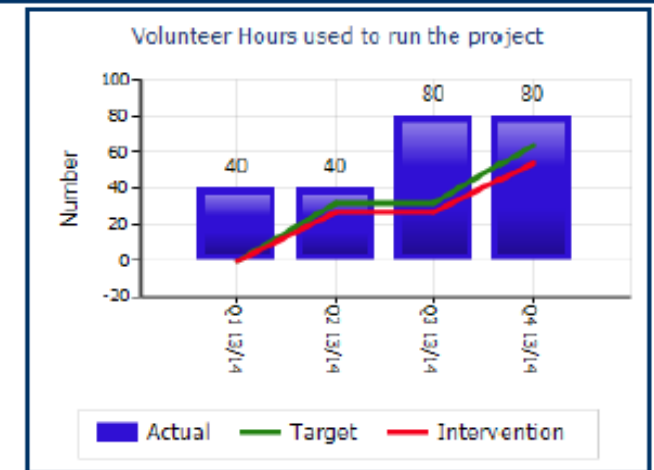
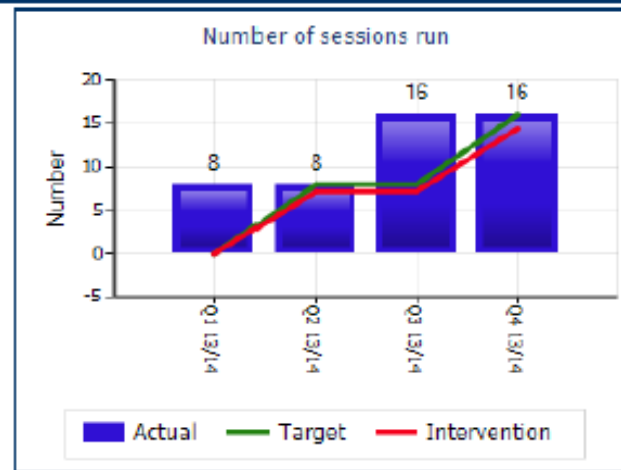
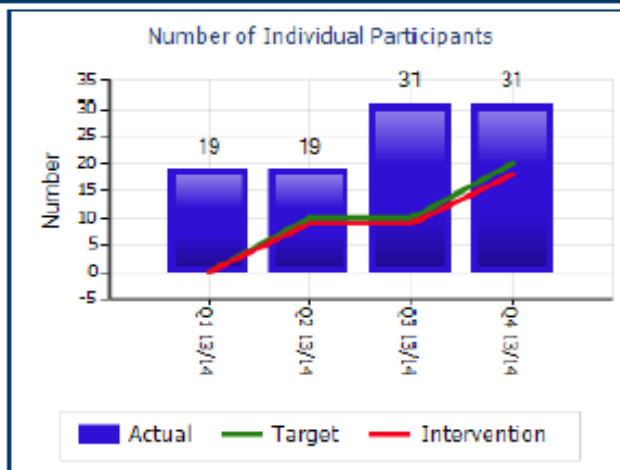
The whole family comes together in the children's school to take part in family activities and share a family meal. Families are divided into groups of up to 10 families each (known as 'hubs'). Fast requires multi-agency community-based teams crossing education, health and social care. The Communities First team will support delivery and also engage partner organisations to support the delivery. The groups are led by trained teams comprising local parents, school staff and other professionals. An important requirement of FAST is that members of the community are involved alongside parent partners. Most activities are carried out by the hubs.

With supportive relationships between families and school, research shows the child is less likely to experience school failure, drug and alcohol abuse, youth delinquency, antisocial behaviour, child abuse and neglect, and mental health problems. The programme invites all children at a grade level; universal invitation is to the whole family; participation is strictly voluntary.

CF staff will also support FAST through engaging families in transition work after the 8 weeks, which will also link to the objectives of FASTWORKS.

Page 77

Measuring Effort



Learning Communities

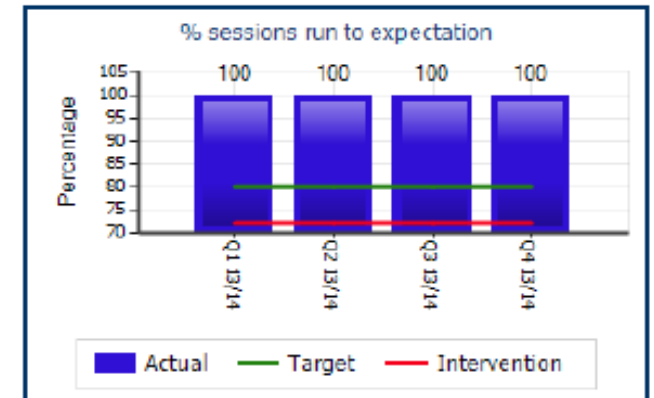
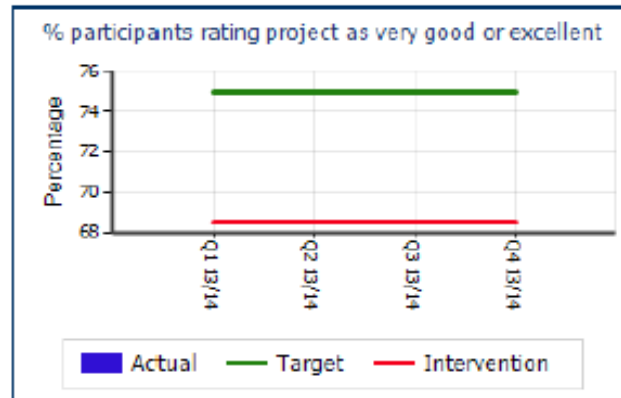
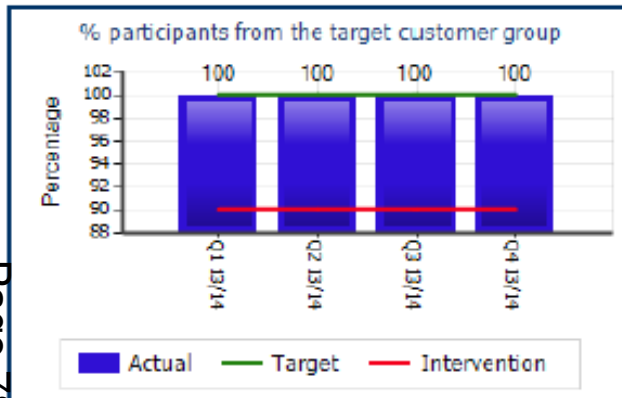
LC3 Supporting Families to be Engaged in their Childrens Education

Project 1:FAST



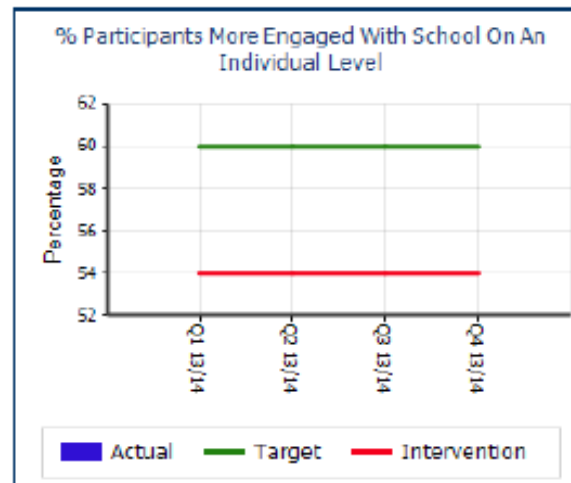
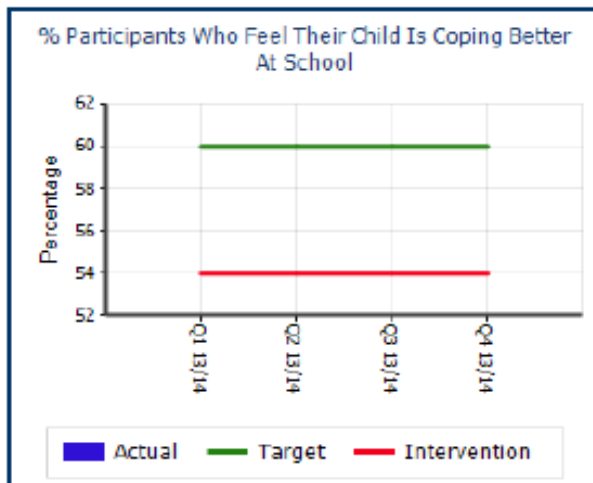
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 78

Measuring Effect



Project that ran **not so well**

Aquatics project

The aim of the project was to increase physical activity in young people through learning how to swim – a key life skill.

This project was originally planned to begin within Q3, however was unable to run at this time due to a lack of uptake from targeted schools. Further engagement work was conducted and the project finally ran in Q4, however interest from local schools remained poor with only 1 school opting to engage with the project. 19 children took part during the half term of February 2014, with 17 children completing the programme. (The initial annual target was 80) These children will now benefit from a further 10 weeks of swimming lessons as a means of increasing physical activity.

Feedback from the children themselves has been extremely positive, unfortunately the response rate to monitoring forms by parents has been extremely poor, thus hindering evaluation efforts.

Plans for 2014/15

This project has not been included in the 2014/15 CF delivery plan due to the extremely poor response rate in the previous year.

Healthier Communities

HC2 Promoting Physical Well Being

Project 2: Aquatics Project



communities first **cymunedau yn gyntaf**

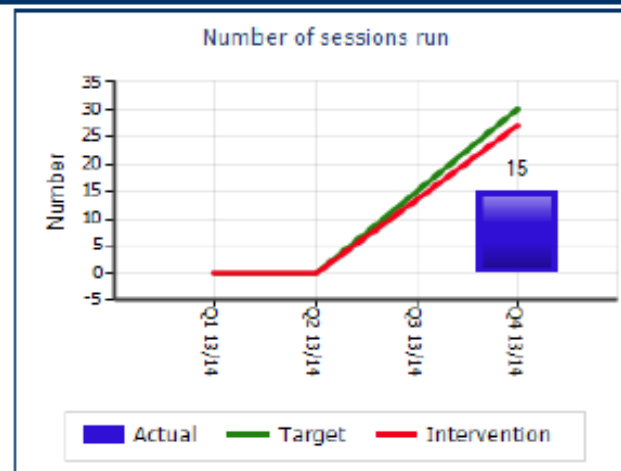
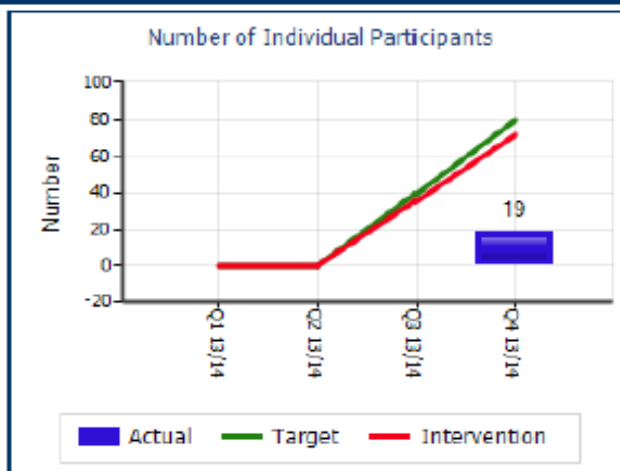
Project Description

This project will see the establishment of an aquatics project in conjunction with the Aquatics Development officer within Sports Development.

The project will provide up to 80 Primary School children the opportunity to access a life skill like aquatics in accessible venues close to the MVW. They will come at low cost to the community members with an evidence based pilot project already showing the demand and success that this program could potentially bring.

Page 80

Measuring Effort



Healthier Communities

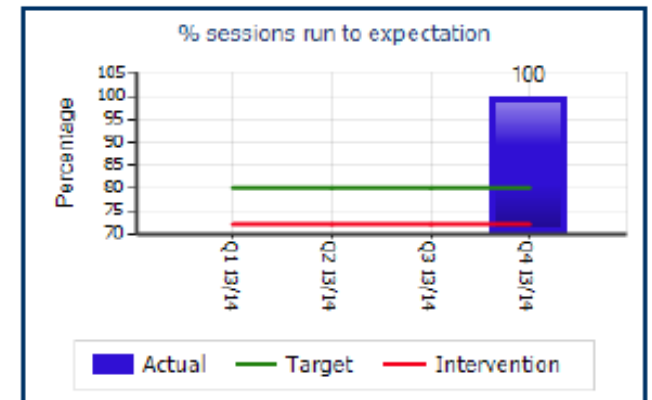
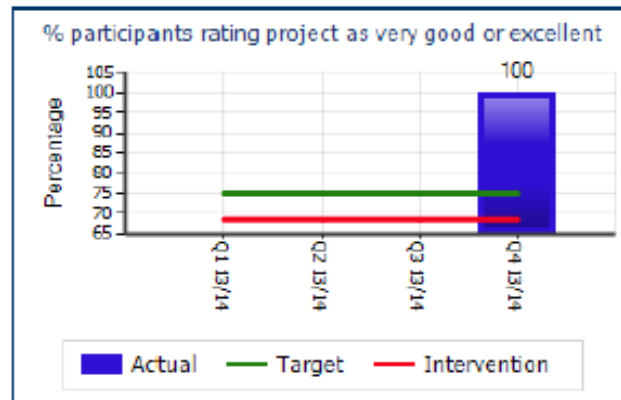
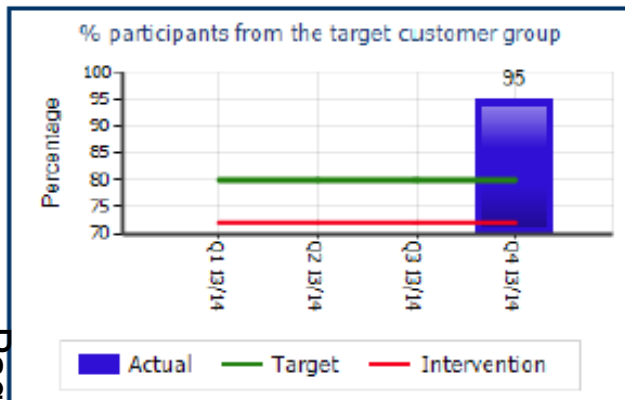
HC2 Promoting Physical Well Being

Project 2: Aquatics Project

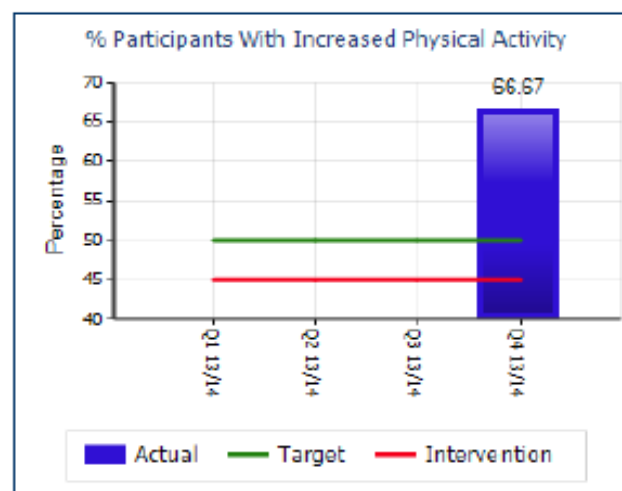
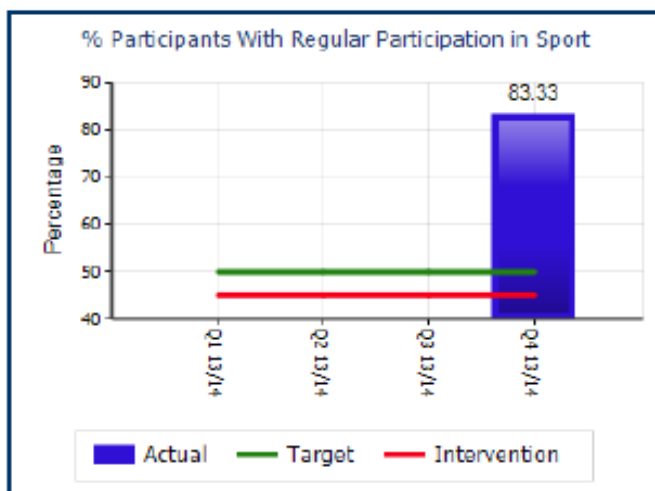


communities first **cymunedau yn gyntaf**

Measuring Quality



Measuring Effect



A project that needed changing

Work clubs

The work clubs project has continued to run extremely successfully throughout the 2013/14 year. 2 weekly sessions have been run in settings in Gelligaer and Bargoed, totalling 105 sessions for the year with 122 unique participants engaged. CF employment staff have assisted attendees with job searches, application forms, developing CVs and basic IT skills such as setting up email addresses; as well as referring participants to courses and other opportunities including other CF employability projects.

Work clubs serve as the main engagement tool for the majority of other employment support projects within the delivery plan; and within this capacity they are extremely effective in engaging community members who require support with addressing employability needs. Due to the high turnover of attendees at work clubs and the drop-in nature of the support provided, one of the main challenges faced by staff over the past delivery year has been effective monitoring of work club outcomes. For example, it is known anecdotally that several attendees have found employment as a result of attending work club and therefore targets are being achieved, however consistently obtaining this information can sometimes be a problem as the nature of the project means that if people are successful in obtaining employment they then disengage from work club and it can be difficult to maintain contact. Follow up phone calls are conducted as part of the monitoring system, however response to these phone calls has been poor. Despite these challenges, it has nevertheless been identified that over 2013/14, at least 17% of participants have entered employment.

Plans for 2014/15

This format continued into 2014/15 and has proved even more successful in the first quarter this year. As a result the targets have been increased to reflect the improved engagement with those looking for work. Future developments include improving the referrals from the one to one sessions onto other CF projects and onto other partner agencies where relevant. There are also plans to move the work club to the library in Bargoed for ease of access for participants.

Prosperous Communities

PC1 Helping People to Develop Employment Skills and find Work

Project 1: Work club



communities first *cymunedau yn gyntaf*

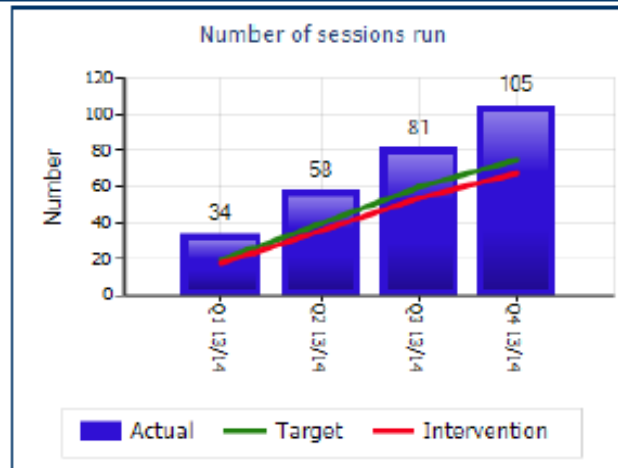
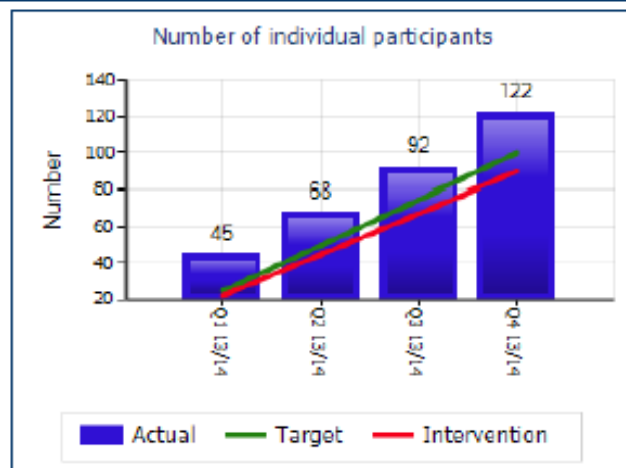
Project Description

The aim of the work clubs are to support unemployed customers access support to identify employment, with a view to up-skilling and increasing employability. The CF staff and partners will be available to help customers with job searching either via the internet or through local newspapers and other media.

The service offers help and support with the creation of a CV and producing a relevant covering letter that is required to apply for available vacancies. The Employment Support Worker can also run specific workshops and training on employment related skills, such as Customer Service, Interview skills, presentation skills etc. These will be further enhanced in the lead up to the new businesses being opened in the Greater Bargoed area over the next 12 months. The Employment Support Worker is able to provide very basic IT tuition and can help customers create and use e-mail addresses, referrals will be made to the Get Caerphilly online team. The Work Club can assist clients in the completion of application forms either on-line or by written means using helpful guidance and techniques.

Page 83

Measuring Effort



Prosperous Communities

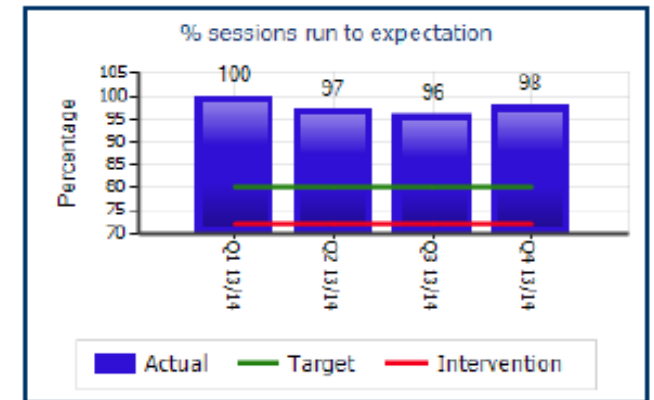
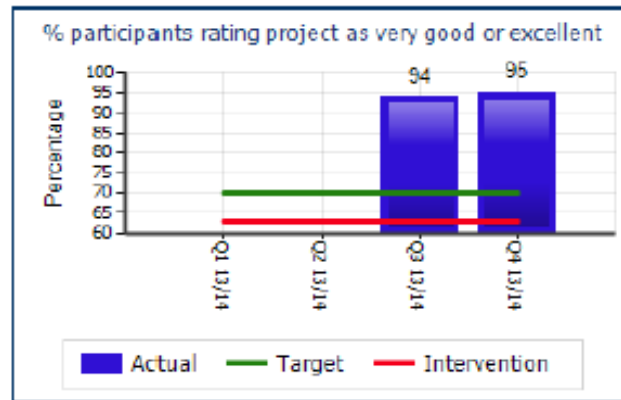
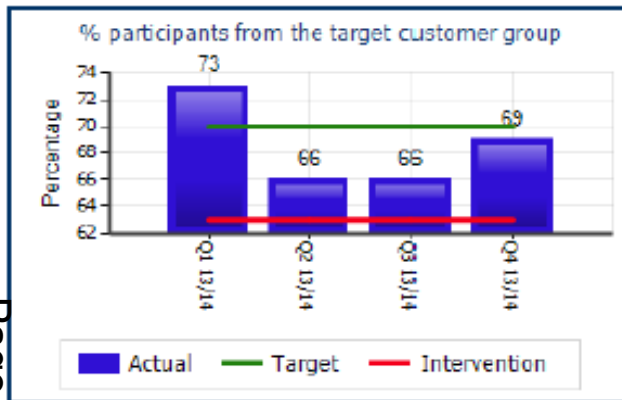
PC1 Helping People to Develop Employment Skills and find Work

Project 1: Work club



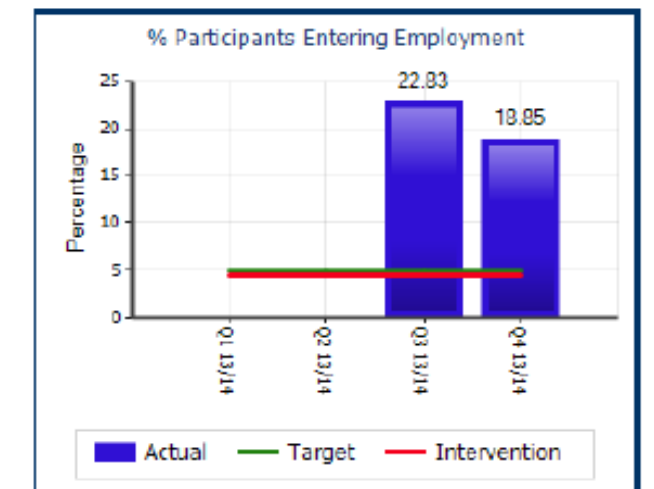
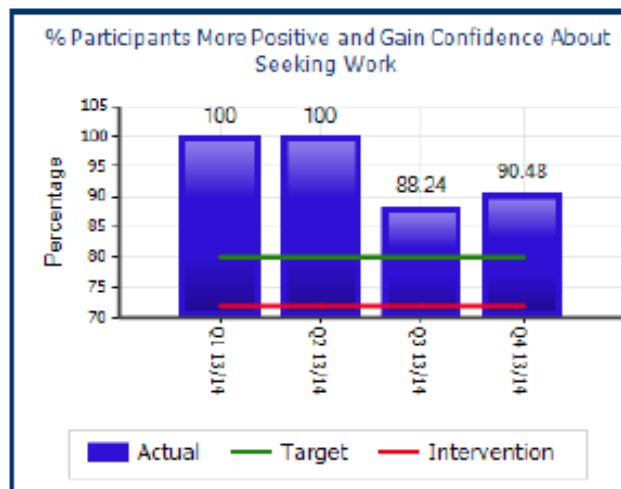
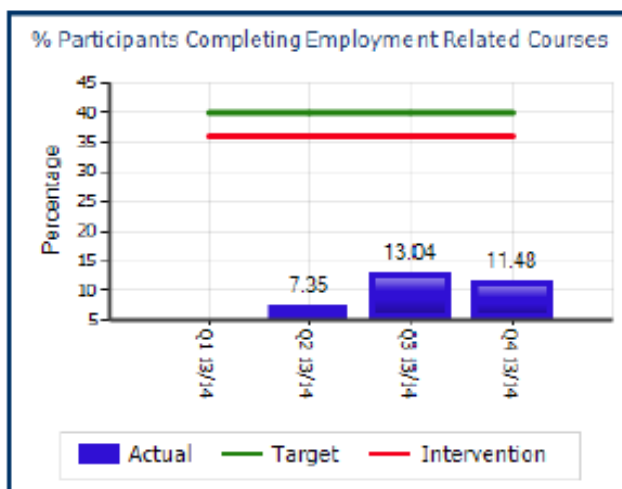
communities first *cymunedau yn gyntaf*

Measuring Quality



Page 84

Measuring Effect





Llywodraeth Cymru
Welsh Government

Upper Rhymney Valley

Prosperous Communities

Learning Communities

Healthier Communities

Community Involvement

[CCBC > Dashboard Report > WG](#)

This document is an extract from the full 112 page dashboard report that was used in 2013/14 and is intended to demonstrate the type of project data sets that were collected and what they tell us.

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Learning Communities

LC1 Promoting Family Learning in the Early Years

Project 1: Toy Library



communities first **cymunedau yn gyntaf**

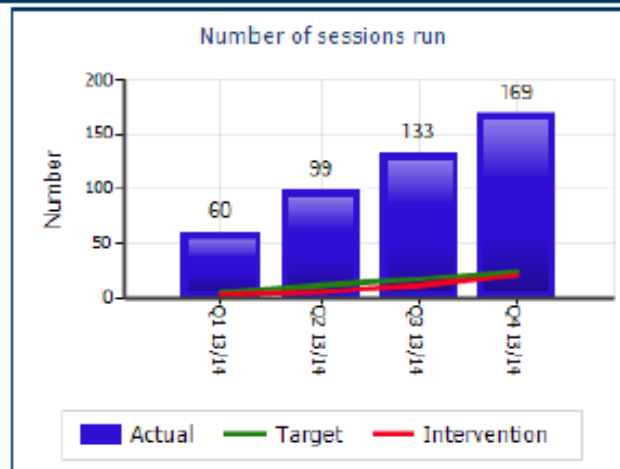
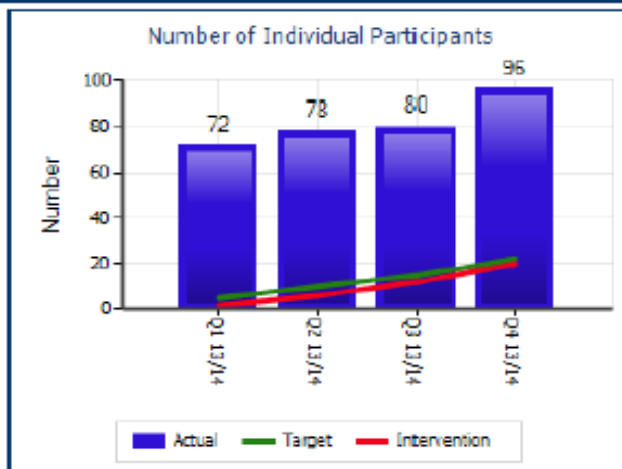
Project Description

The toy library will be used as a project to engage with parents and children across the area, providing them with a valuable bank of toys and books for children age 0-3. By providing these resources to families who otherwise may not be able to afford them, the scheme will be combating child poverty, as well as encouraging social interaction, learning and training opportunities for parents and carers to engage with agencies operating in the area as well as with the wider community.

Note.
Preparatory work was undertaken for this project between January and March 2013. Therefore, the program was able to be started very quickly from April 1st 2013.

Page 86

Measuring Effort



Learning Communities

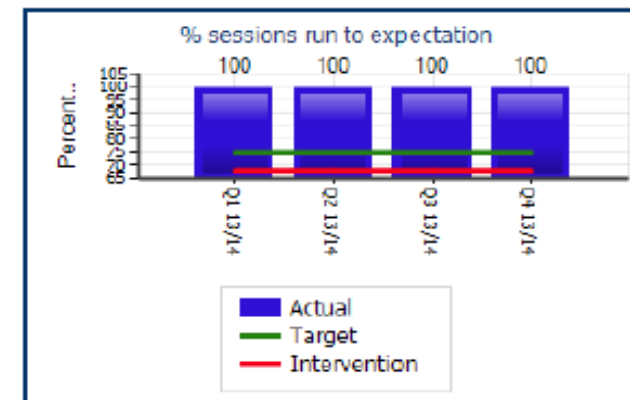
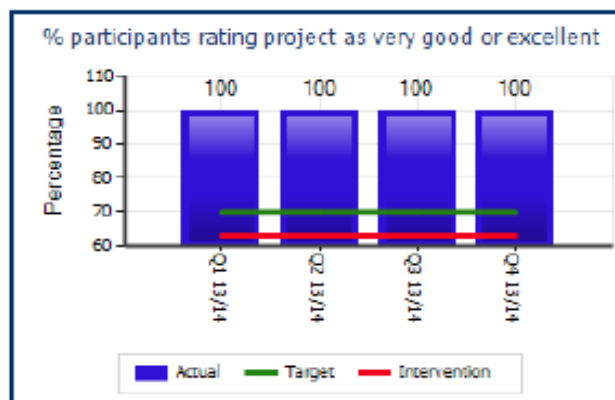
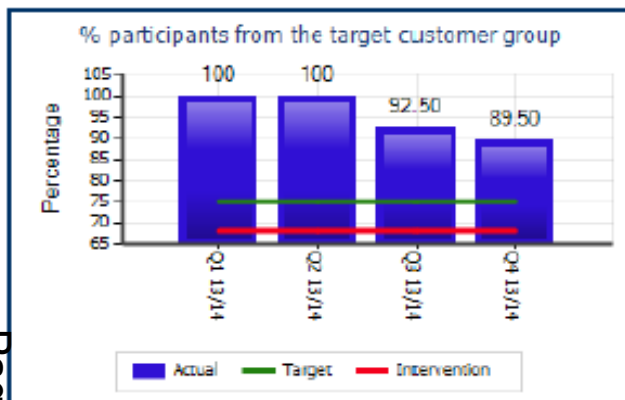
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Project 1: Toy Library



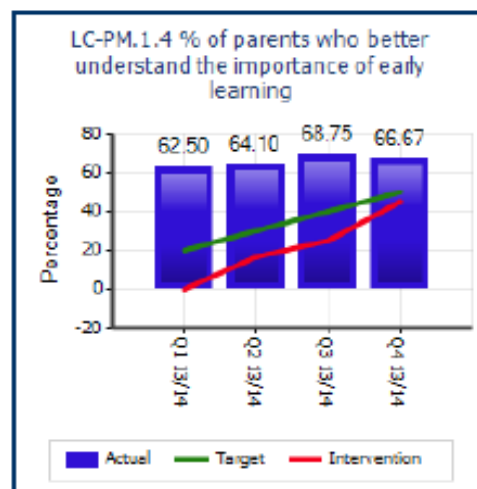
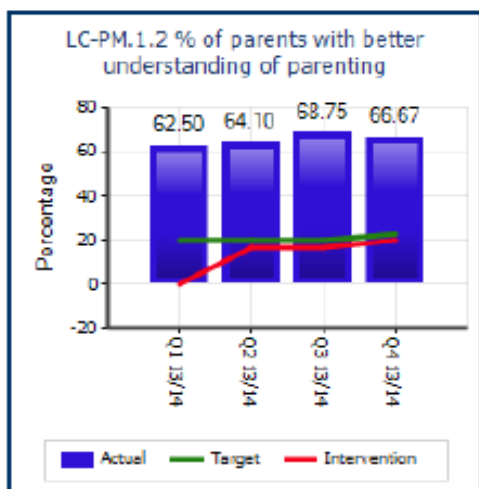
communities first **cymunedau yn gyntaf**

Measuring Quality



Page 87

Measuring Effect



Healthier Communities

HC2 Promoting Physical Well Being

Project 4: Stepping Out



communities first *cymunedau yn gyntaf*

Project Description

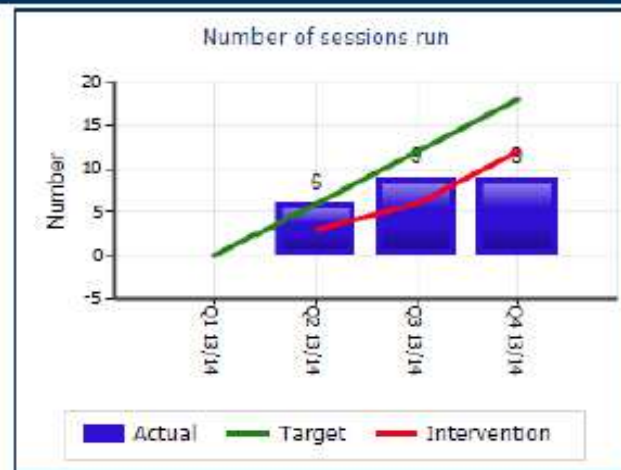
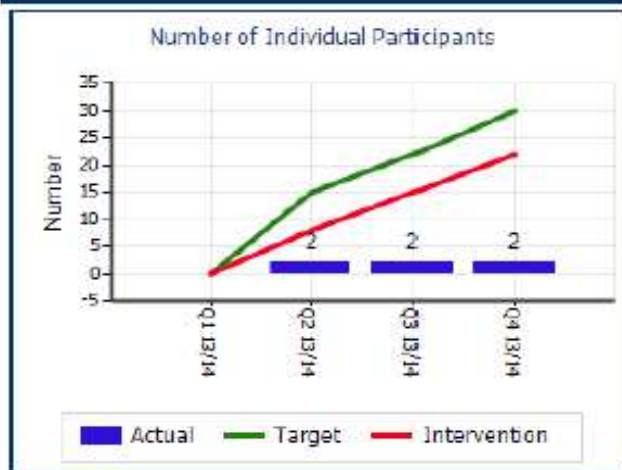
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Page 88

Measuring Effort



Healthier Communities

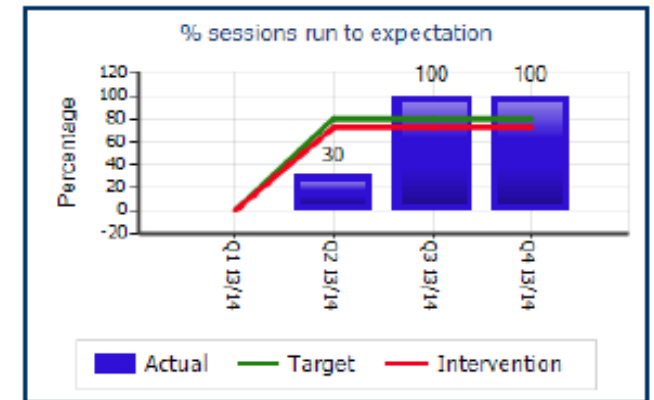
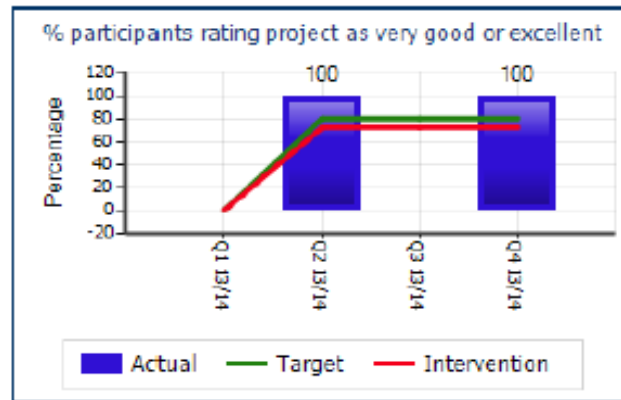
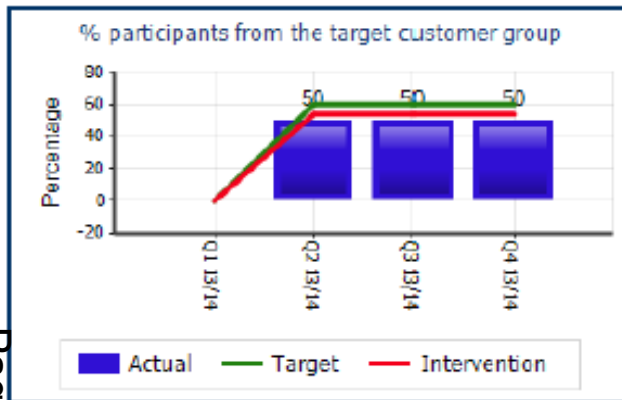
HC2 Promoting Physical Well Being

Project 4: Stepping Out



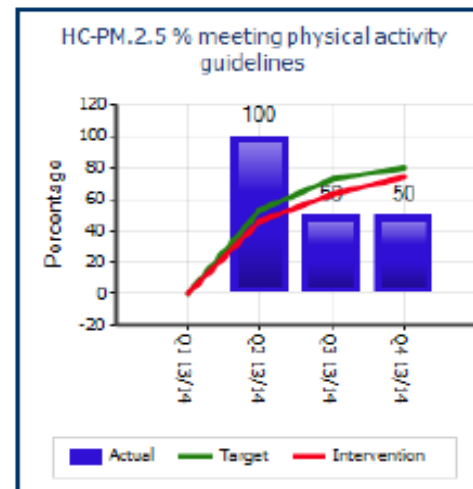
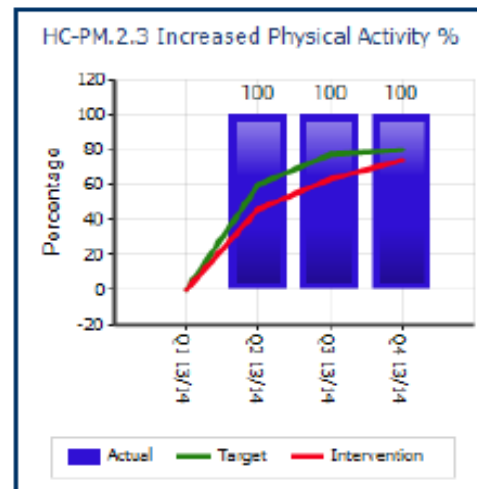
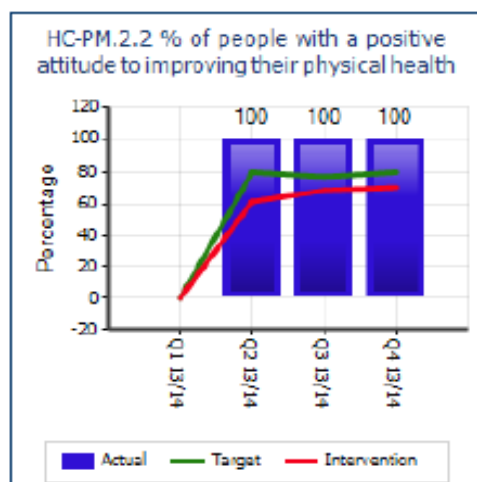
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Measuring Quality



Page 89

Measuring Effect



Prosperous Communities

PC2 Reducing Youth Unemployment and disengagement

Project 1: Caerphilly Passport Programme



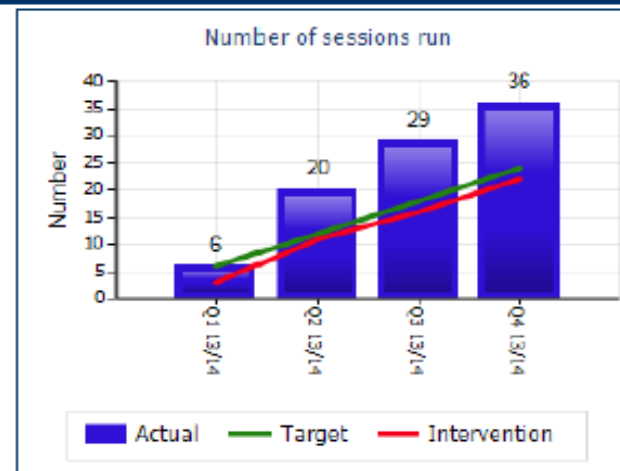
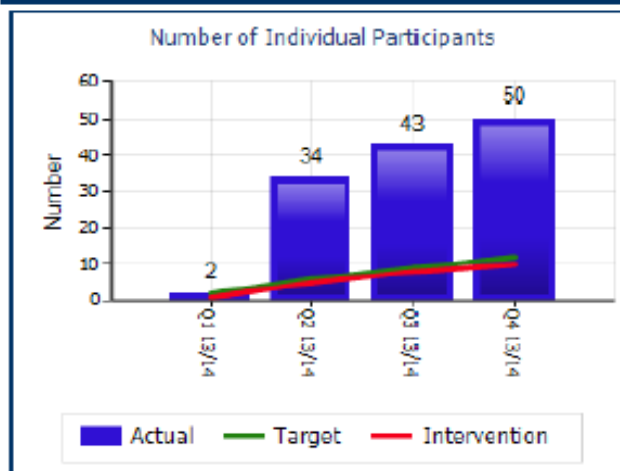
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Project Description The Caerphilly Passport Programme provides an opportunity for young people aged 16-24, who are unemployed and not on the work programme, to get quality work experience and training opportunities with Caerphilly County Borough Council and LSB partners. The programme will run 8 week, 6 months and longer term apprenticeship placement opportunities for young people before being 'passported' into sustainable employment opportunities either within LSB organisations or the private sector.

The youth employment support officers will be responsible for engaging young people in Communities First areas and supporting them to be able to apply for the Passport Programme if appropriate. Each individual referred to the Caerphilly Passport Programme will have an essential skills assessment and diagnostic to ensure the right support and training is provided as part of an 'employability menu'. The youth employment support workers will deliver the workshops in the employability menu which will include:

- What Employers Expect – Basic at work behaviours including use of mobile phones, language, timekeeping etc.
- CV preparation and Update
- Job Search Techniques
- How to apply for a job (including practical session on PC)
- Interview Techniques
- Dress to Impress for Work
- Confidence Building and Motivation

Measuring Effort



Prosperous Communities

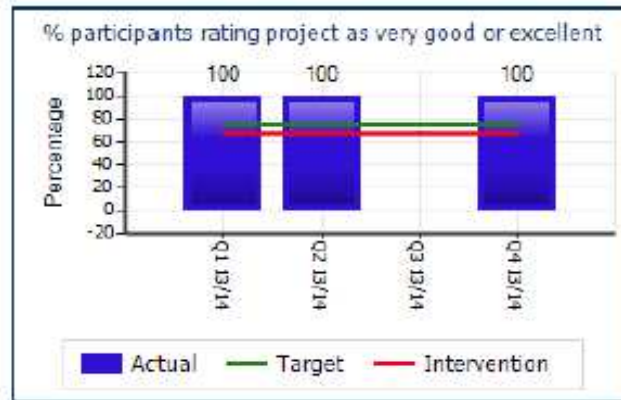
PC2 Reducing Youth Unemployment and disengagement

Project 1: Caerphilly Passport Programme

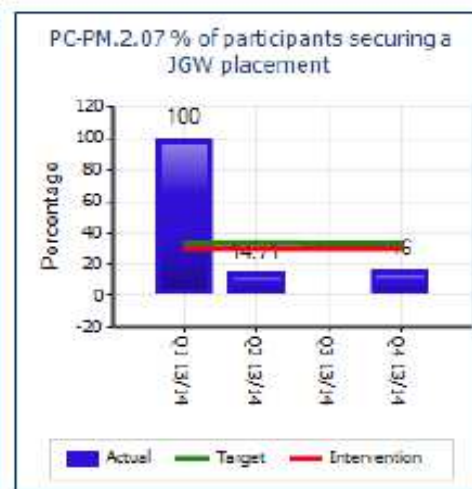
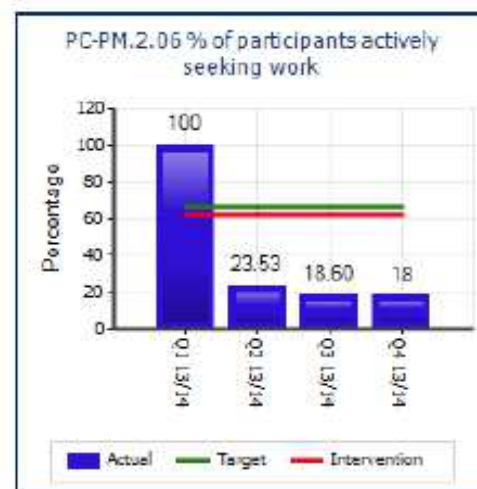
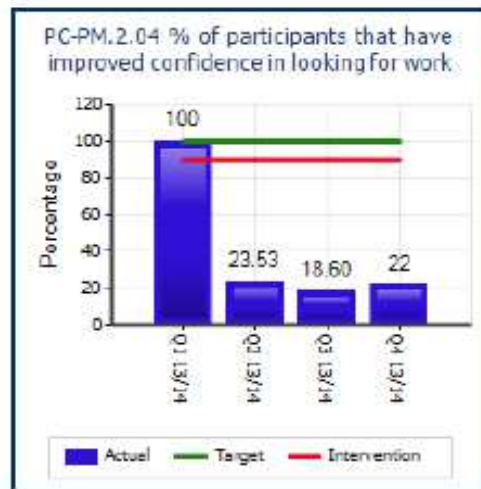


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Measuring Quality



Measuring Effect



Prosperous Communities

PC3 Promoting Digital Inclusion

Project 1: Digital Employment Skills



communities first **cymunedau yn gyntaf**

Project Description

The project will be run by the Come Surf With Me initiative and support by the Employment Support Workers, providing the following sessions for JCP clients:

First click – for people with no computer skills

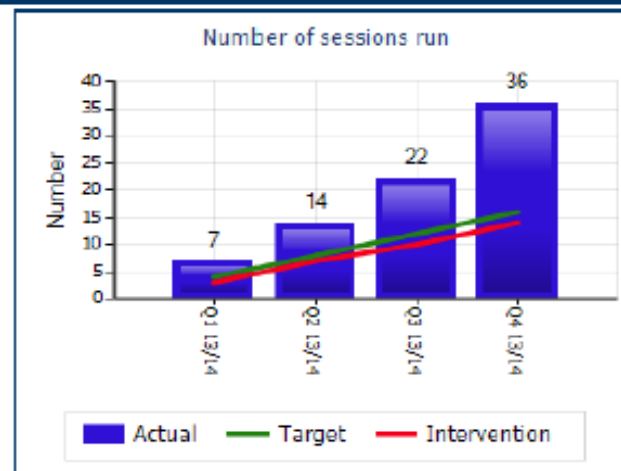
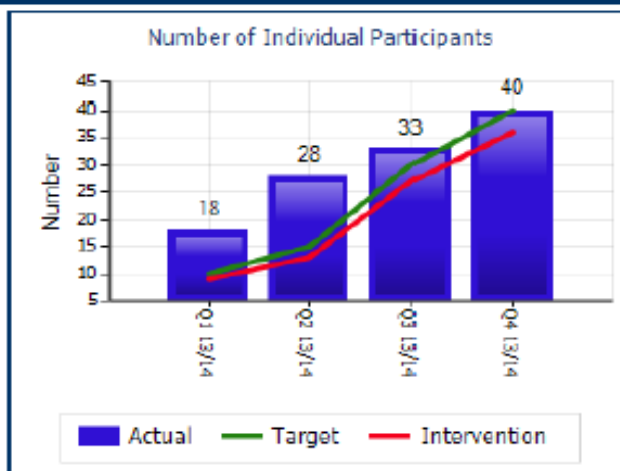
Second click – more targeted support for employment & job search and registering with Careers Wales online

Extended Click - sessions specifically for customers with learning difficulties and/or basic skills requirements

Sessions will be based in Bargoed Job Centre and will run for 2.5 hours each week over 3 weeks or up to 6 weeks for the extended click sessions.

Page 92

Measuring Effort



Prosperous Communities

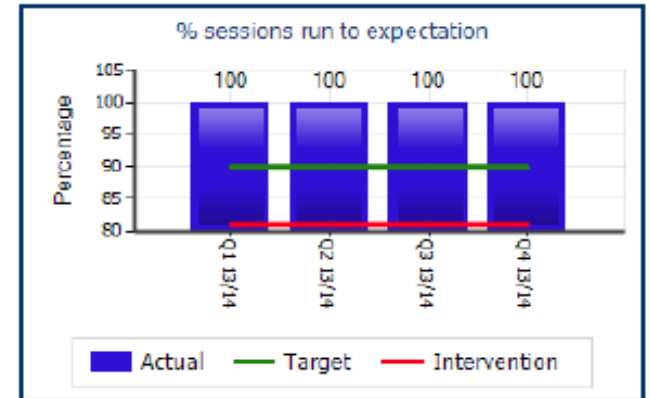
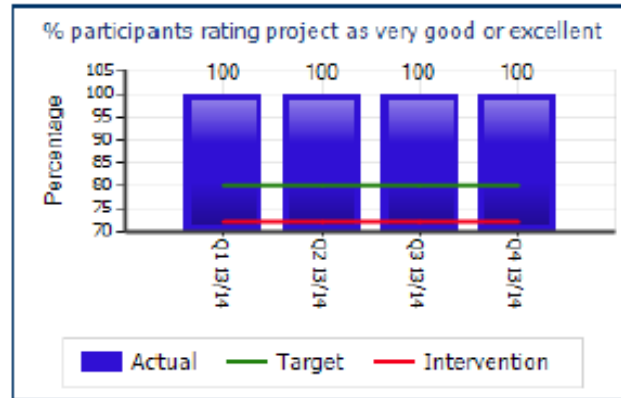
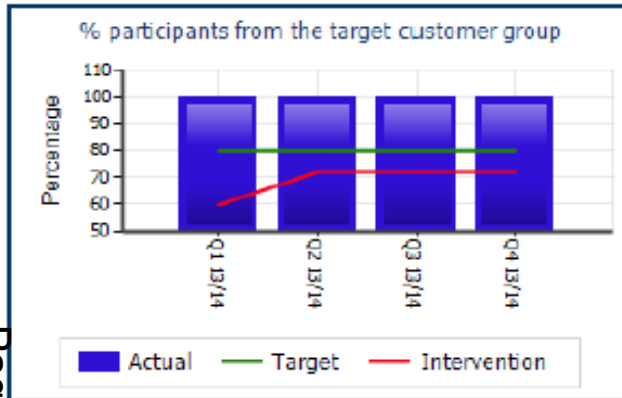
PC3 Promoting Digital Inclusion

Project 1: Digital Employment Skills

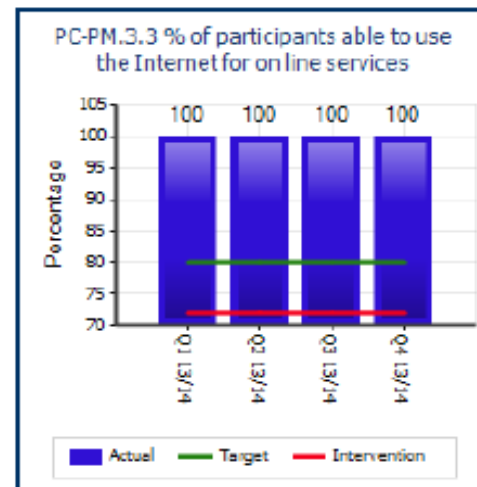
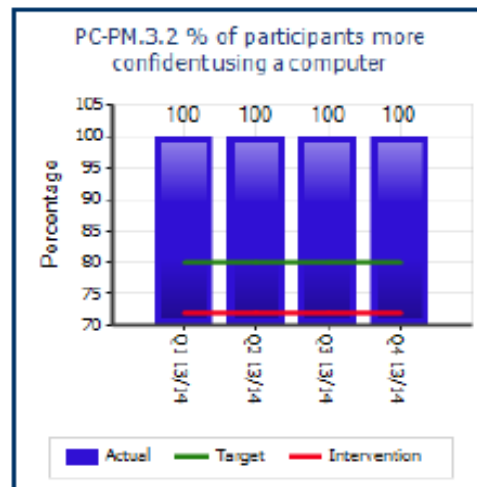
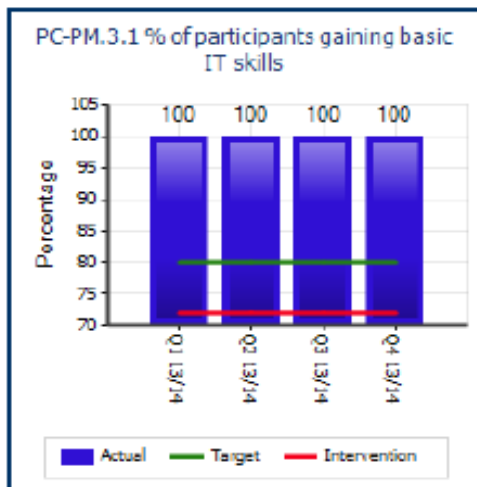


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Measuring Quality



Measuring Effect



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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH OCTOBER 2014

**SUBJECT: 'THE VALUE OF HISTORIC PLACES' CONSERVATION STRATEGY
FOR THE HISTORIC ENVIRONMENT 2014-2019**

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To inform elected members of the stakeholder engagement undertaken in respect of the Draft Conservation Strategy for the Historic Environment 2014-2019 (July 2014).
- 1.2 To seek the Scrutiny Committee's views on the proposed changes to the Conservation Strategy as a consequence of public consultation.
- 1.3 To recommend that the Conservation Strategy be named 'The Value of Historic Places'.
- 1.4 To recommend to Cabinet that 'The Value of Historic Places' be approved by Caerphilly County Borough Council as the overarching strategic framework to positively and beneficially conserve, enhance and where appropriate preserve the historic environment for its intrinsic value and as an important historic asset.

2. SUMMARY

- 2.1 There are historic sites and buildings right across Caerphilly county borough, which form an integral part of the everyday environment we experience and enjoy. This built heritage not only enhances the character of our area but also plays a key role in the sustainable regeneration of our local economy and environment. Members are being asked to recommend to Cabinet that the CCBC Conservation Strategy for the Historic Environment 2014-2019, October 2014 also named 'The Value of Historic Places' be approved as the strategic framework to promote the historic environment of the county borough in a positive way.

3. LINKS TO STRATEGY

- 3.1 The Caerphilly County Borough Local Development Plan (Adopted November 2010) is the statutory framework for the development and conservation needs of the county borough up to 2021. A key objective of the LDP is to: -
 - 22 Protect and enhance the overall quality of the historic natural and built environment of the County Borough.

Strategy Policy **SP6 Place Making** of the adopted LDP states:

"Development proposals should contribute to creating sustainable places by having full regard to the context of the local, natural, historic and built environment and its special features through:

- A An appropriate mix of uses that reflect the role and function of settlements
- B A high standard of design that reinforces attractive qualities of local distinctiveness
- C Design in accordance with best practice in terms of designing out crime
- D A location and layout that reflects sustainable transport and accessibility principles and provides full, easy and safe access for all
- E The incorporation of resource efficiency and passive solar gain through layout, materials, construction techniques, water conservation, and where appropriate the use of sustainable drainage systems
- F The efficient use of land, including higher densities where development is close to key transport nodes
- G The incorporation and enhancement of existing natural heritage features
- H The incorporation of mitigation measures that improve and maintain air quality.”

Paragraph 1.65 further states:

‘The LDP Strategy seeks to ensure that sustainable places are created that are socially cohesive, enhance quality of life, meet the needs of current and future residents and reflect the role and function of settlements. The promotion of good design, sustainable transport, resource efficiency and the enhancement of natural heritage will contribute to developments that encourage a sense of place and identity, whilst reflecting local distinctiveness.’

- 3.2 The Welsh Government sets out its key objectives in Planning Policy Wales Edition 7th July 2014 – Chapter 6 Conserving the Historic Environment, recognising that it is important that the historic environment is protected. Welsh Government’s objectives in this field are to:
- preserve or enhance the historic environment, recognising its contribution to economic vitality and culture, civic pride and the quality of life, and its importance as a resource for future generations; and specifically to;
 - protect archaeological remains, which are a finite and non-renewable resource, part of the historical and cultural identity of Wales, and valuable both for their own sake and for their role in education, leisure and the economy, particularly tourism;
 - ensure that the character of the historic buildings is safeguarded from alterations, extensions or demolition that would compromise a building’s special architectural and historic interest; and to;
 - ensure that conservation areas are protected or enhanced, while at the same time remaining alive and prosperous, avoiding unnecessarily detailed controls over businesses and householders.
- 3.3 PPW also states that ‘local planning authorities have an important role in securing the conservation of the historic environment while ensuring that it accommodates and remains responsive to present day needs.’ This is a key aspect of local authorities’ wider sustainable development responsibilities, which should be taken into account in both the formulation of planning policies and the exercise of development management functions.

4. THE REPORT

- 4.1 Caerphilly County Borough Council is committed to protecting its historic environment and whilst the requirement to conserve and enhance our built heritage is implemented through various acts, legislation, circulars and guidance, there is currently a lack of local guidance on the protection and conservation of the historic environment.
- 4.2 Caerphilly CBC has therefore prepared a Draft Conservation Strategy for the Historic Environment 2014-2019 (July 2014) that seeks to highlight the opportunities provided by the County Borough’s historic environment in respect of regeneration, education, tourism and sustainable development. It is recommended that the Conservation Strategy as amended be renamed ‘The Value of Historic Places’ and be approved by Council as the strategic

framework to promote the historic environment of the county borough in a positive way and to identify and action a series of priorities to integrate the historic environment within the county borough.

- 4.3 Importantly the Conservation Strategy seeks to highlight opportunities to positively and beneficially conserve, enhance and where appropriate preserve the historic environment for its intrinsic value and as an important historic asset for the benefit of the people and communities that live alongside it.
- 4.4 When approved, the Conservation Strategy will cover a period of five years (2014 – 2019) and will set out the key priorities for the historic environment during this period in respect of the following:
- Sustainable Development and the Historic Environment;
 - Regeneration and Tourism in the Historic Environment;
 - Listed Buildings;
 - Historic Assets of Local Significance;
 - Historic Landscapes, Parks and Gardens;
 - Scheduled Monuments / Archaeology.

It is intended that the strategy will be reviewed on a five yearly basis.

- 4.5 In order to ensure that the Council has considered all of the necessary aspects of the historic environment within the Conservation Strategy, expert views were sought on the draft document. A list of those formally consulted is attached at Appendix 1. The Council held a 6-week consultation period that commenced on Friday, 18th July 2014 and ended on Friday, 29th August 2014, during which time a copy of the draft Conservation Strategy consultation document was made available to view on line (at www.caerphilly.gov.uk) and a hard copy was also available for inspection at the Planning Reception, Pontllanfraith House, Blackwood NP12 2YW.

- 4.6 There were 3 respondents to the consultation:
- Bargoed Town Council requested that the reference in the list of Listed Buildings in Caerphilly County Borough section to Bargoed Police Station, Hanbury Road, Bargoed be amended to read 'Bargoed Town Hall.'
 - Van Community Council requested that the reference in the list of Listed Buildings in Caerphilly County Borough section to Van House be amended to read 'Van Mansion.'
 - Glamorgan Gwent Archaeological Trust Ltd. requested an insertion in the document reference to the Historic Environment Record or HER which this authority has already adopted and which GGAT curate. It is this data that GGAT bases its recommendations on and this authority recognises that it contains much detailed information regarding archaeological findspots, features and areas and is also a physical library of much more than is digital.

- 4.7 As a result of the consultation, amendments have been made to update references to the two Listed Buildings, now known as Bargoed Town Hall and Van Mansion throughout the document and also reference is made to the HER and its functions as well as to guidance from GGAT that is provided in their leaflet 'Archaeology and Your Planning Application.'

- 4.8 Elected members are now invited to consider the document as amended with a view to recommending its approval (with any changes as appropriate) to Cabinet.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no specific equalities implications arising as a result of this report.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications.

7. PERSONNEL IMPLICATIONS

7.1 None.

8. CONSULTATIONS

8.1 The report reflects the views of the listed consultees.

9. RECOMMENDATIONS

9.1 That elected members note the stakeholder engagement undertaken in respect of the Draft Conservation Strategy for the Historic Environment 2014-2019 (July 2014).

9.2 That the Scrutiny Committee consider the proposed changes to the Draft Conservation Strategy as a consequence of the public consultation.

9.3 The Scrutiny Committee recommend to Cabinet that the amended Conservation Strategy be named 'The Value of Historic Places'.

9.4 Cabinet approve the strategic framework which will positively and beneficially conserve, enhance and where appropriate preserve the historic environment for its intrinsic value and for containing important historic assets.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To preserve or enhance the historic environment, recognising its contribution to economic vitality and culture, civic pride and quality of life, and its importance as a resource for future generations.

11. STATUTORY POWERS

11.1 As part of key objectives set out in the CCBC LDP up to 2021, Adopted November 2010.

11.2 Planning (Listed Buildings and Conservation Areas) Act 1990.

11.3 Welsh Government's Planning Policy Wales, Ch 6, Edition 7th July 2014.

11.4 Local Government Act, 1972.

11.5 Local Government Act, 2000.

Author: Patricia Martin, Conservation & Design Officer
Consultees: Ian Mc Vicar, Group Manager Operations - Asset Based Services
Paul Hudson, Marketing and Events Manager
Allan Dallimore, Team Leader - Urban Renewal
Andrew Highway, Town Centre Development Manager
Paul Cooke, Team Leader, Sustainable Development & Living Environment
Jan Bennett, Group Manager Business Enterprise Support
Terry Shaw, Head of Engineering Services

Clive Campbell, Transportation Engineering Manager
Jacqueline Mynott, Principal Engineer
Donald Grewar, Senior Assistant Engineer
Sandra Aspinall – Acting Deputy Chief Executive
Pauline Elliott – Head of Regeneration & Planning
Rhian Kyte – Team Leader (Strategic & Development Plans)
G Williams - Interim Head of Legal Services/Monitoring Officer
John Rogers - Legal Services
Cllr. Ken James – Cabinet Member for Regeneration, Planning & Sustainable
Development
Cllr. Gerald Jones – Deputy Leader & Cabinet Member for Housing

Appendices:

Appendix 1 Summary of Consultees

Background Papers:

The Value of Historic Places (November 2014) - Made available in the resource library

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Appendix 1: List of Consultees for CCBC Conservation Strategy for the Historic Environment Draft for Consultation July 2014

- All CCBC Councillors

- Clerks to all Community/Town Councils (within CCBC)

Welsh Government

Cadw

Glamorgan-Gwent Archaeological Trust

Royal Commission on the Ancient & Historical Monuments of Wales

Welsh Historic Gardens Trust (WHGT)

Heritage Lottery Fund

International Council on Monuments and Sites UK (ICOMOS)

The Garden History Society

The Prince's Regeneration Trust

The Society for the Protection of Ancient Buildings (SPAB)

The Institute of Historic Building Conservation

Ancient Monuments Society

The Victorian Society (National Group)

The Georgian Group

The Twentieth Century Society

The Civic Trust for Wales

Historic House Association in Wales

The National Trust

Adjoining Local Authorities

Cardiff City Council

Newport City Council

Torfaen County Borough Council

Blaenau Gwent County Council

Merthyr Tydfil County Borough Council

Rhondda Cynon Taff County Borough Council

Vale of Glamorgan County Borough Council

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH OCTOBER 2014

SUBJECT: STRATEGIC REVIEW OF LEISURE FACILITIES

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

1.1 To advise the Scrutiny Committee of the outcome of elected Member consultation on the above review and to set out next steps.

2. SUMMARY

2.1 The Authority currently operates 11 Leisure Centres which comprise a mix of joint use Centres co-located on school sites and Centres which are on non-school sites and are open to the public all day. The “youngest” of these Centres is Newbridge which was built in the early-mid 90’s.

2.2 The reality of this Leisure Centre provision is that the stock is ageing and the level of use and subsequent subsidy varies across the Centres. This is illustrated in the table below:

Centre	Annual Visitor Numbers	Annual Revenue Cost (£) 2013/14	Priority 1,2, 3 Maintenance liability (£)	Subsidy per User 2013/14 (£)	Subsidy per user for first 5 months of 2014/15 (£)
CAERPHILLY *	280,000	384,500	930,000	1.37	1.18
NEWBRIDGE *	275,000	383,000	330,000	1.40	0.82
RISCA *	225,000	447,000	320,000	1.99	1.23
HEOLDDU *	131,000	300,000	1,070,000	2.29	2.01
CEFN FFOREST *	103,000	269,000	30,000	2.61	1.88
PONTLLANFRAITH	90,000	131,000	126,000	1.46	1.53
ST CENYDD	77,000	92,000	10,000	1.20	0.87
BEDWAS * (Pool only)	67,000	187,000	90,000	2.79	2.49
SUE NOAKE	31,000	46,000	85,000	1.48	2.14
NEW TREDEGAR	14,000	103,000	70,000	7.36	7.10
TOTAL (£)	£1.3M	£2.3M	£3.55M		

* Denotes Centres with Swimming Pool

2.3 The Authority has never had the benefit of a long-term strategy for Sport & Leisure. This is not helpful in the current climate when key financial decisions need to be made and when Sport & Leisure can have a significant positive impact on the activity levels and resultant long-term health benefits of our population.

2.4 Sport & Leisure staff have been working on an overall Sport & Leisure Strategy. In developing the strategy it has become clear that there is however, an urgent need for the Section of the Strategy relating to Leisure Centres to be completed.

- 2.5 A Strategic Review of Leisure Facilities has therefore been undertaken by Leisure staff working with the LDP team in planning and regeneration. The review is based on key data and statistics to inform strategic thinking on future Leisure Centre provision. The document was sent to all Members on 23rd June 2014 requesting comments by the end of July 2014.
- 2.6 This report therefore outlines the context to this review and the responses received from elected Members during the consultation period.

3. LINKS TO STRATEGY

- 3.1 Sport & Leisure Services contribute to delivering the Corporate Improvement Objective four and to the Single Integrated Plan. The Service also plays a significant part in improving the health and wellbeing of our residents, improved educational outcomes and the regeneration of our communities.

4. THE REPORT

- 4.1 As stated above, the review of Leisure Facilities represents one part of a wider Sport and Leisure Strategy which is being developed.
- 4.2 The review is based on a range of factors and statistics including:
- Condition of existing facilities
 - Actual & latent demand
 - Population & Housing projections
 - Travel distances & times
 - Education reform proposals
 - Other (Neighbouring LA & Private Sector facilities)
- 4.3 Weightings were applied to each of the above factors which resulted in an overall score and rank order for the existing facility mix.
- 4.4 It discusses a range of conclusions based on LDP strategy areas (Heads of Valley Regeneration Area (HOVRA), Northern Connections Corridors (NCC), Southern Connections Corridor (SCC)) and arrives at some key recommendations.
- 4.5 The conclusions reached within the review are detailed below:
- 4.5.1 HOVRA:
- Deprivation & inactivity are high
 - There is a need to improve strategic Leisure infrastructure
 - Undertaking a rationalisation strategy in the NCC could address both NCC & HOVRA issues
- 4.5.2 NCC:
- There is a need to rationalise Leisure Centre provision
 - Transport links good
 - 2 high quality centres are suggested, one of which should be located for ease of access from HOVRA
- 4.5.3 SCC:
- Caerphilly Leisure Centre is in urgent need of redevelopment or replacement
 - Bedwas has high running and subsidy costs so “Caerphilly Leisure Centre” development should address these issues
 - The second strategic SCC Centre should be located in Risca.

4.5.4 21ST CENTURY SCHOOLS:

- The school rationalisation programme is essential in helping to inform future Leisure provision
- Leisure Managers need to have a role in the design of 21st Century Schools to ensure strategic fit.

4.6 As a result of these conclusions, the strategic review includes the following key recommendations:-

- (i) Rationalise the facilities in the SCC to two multi-functional Centres offering a wide variety of provision. The centres to be located in Risca and Caerphilly. This would mean the closure of other centres in the SCC such as Bedwas and St Cenydd.
- (ii) Rationalise the facilities in the NCC to two multi-functional Centres offering a wide variety of provision. One of the centres to be located in the Eastern part of the NCC at Newbridge and the other in the Northwest of the NCC (Bargoed or Aberbargoed) to assist in serving both the NCC and HOVRA while also replacing Heolddu Leisure Centre. This would mean closure of other centres in the NCC such as Cefn Fforest.
- (iii) Where Leisure Centre provision currently exists on some comprehensive school sites, the basic facility for the delivery of the school curriculum (and community usage where appropriate) should be offered to the school in the first instance with appropriate funding.

4.7 In terms of a timeline, the conclusions and recommendations arising from the review represent an over arching strategic framework upon which future decisions (MTPF, etc) can be based.

4.8 An indicative timeline could include:

- 2014/15 – Agreement on conclusions and recommendations arising from review, user consultation and adoption of strategy.
- 2014/15 – Decision required on future Leisure centre provision in the Caerphilly basin.
- Longer term – rationalisation of NCC/HOVRA Leisure Centre provision to one potential new multi-functional centre. This will be dependant on availability of funding.
- 2019/20 awards – consideration of longer term maintenance /refurbishment solutions for Newbridge & Risca Leisure Centres.
- 2014/15 awards – commence discussions with secondary heads relating to new delivery models for joint use centres.

4.9 The review document was sent to all elected Members on 23rd June 2014 requesting any comments before the end of July 2014. Unfortunately only three Members responded to the consultation. The comments received have been anonymised and outlined below with the relevant officer response also included.

- (i) Member Comment 1 – History of Bedwas swimming pool and its development of the school site in 1971 in lieu of a sports hall. If Bedwas pool is to close then it should be replaced with a sports hall.

Officer Response - While the strategy recommends four strategic, multi-functional Leisure Centres it also takes account of joint use facilities on school sites. Delivery of the strategy would necessitate discussions with schools to reach mutually beneficial conclusions.

- (ii) Member Comment 2 - Querying the costs of a new Leisure Centre in Caerphilly, management of and usage levels at Rhymney and outlining the difficulty associated with aligning plans for a Centre in the Northwest of the NCC with the 21st Century Schools Strategy.

Officer Response - The development of a new Leisure Centre (or enhancing the existing one) in Caerphilly would need to be the subject of a Business Case. This could form part of a wider Business Case on delivery of the whole Leisure Centre Strategy.

- The Leisure Centre at Rhymney Comprehensive only provides a sports hall and artificial pitch. It is essentially a school facility and is not managed as a traditional Leisure Centre.
- The Leisure Centre in the Northwest of the NCC is the one that requires long-term planning and will be informed by a range of factors including school rationalisation and planned housing developments.

- (iii) Member Comment 3 - Dissatisfaction that Cefn Fforest is not one of the four strategic Leisure Centres as it appears to have a significant level of usage. Queried numbers using the pool.

Officer Response – The level of swimming pool use for 2013/14 ranked from lowest usage to highest is:

Bedwas	-	42,095
Cefn Fforest	-	58,792
Risca	-	59,140
Heolddu	-	65,845
Caerphilly	-	100,706
Newbridge	-	113,921

The level of subsidy per user for each centre with a swimming pool for the 2013/14 financial year is as follows:

Bedwas	-	£2.79
Cefn Fforest	-	£2.61
Risca	-	£1.99
Heolddu	-	£2.29
Caerphilly	-	£1.37
Newbridge	-	£1.40

It should also be remembered that the draft strategy reaches its conclusions based on a range of factors (outlined in section 4.2 of this report) and not just based on usage.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no significant equalities implications associated with this report as the report discusses a future strategy for Leisure Centre Provision across the County Borough. There are relevant comments included in the draft document in section 5 (g).
- 5.2 If the recommendations arising from the review are approved then delivery is likely to have positive equalities implications as new or improved facilities are developed to comply with modern building regulations with resultant levels of improved accessibility.

6. FINANCIAL IMPLICATIONS

- 6.1 The current and short to medium term financial climate makes it virtually impossible for the Authority to continue to maintain its large number of aging Leisure Centres with a combined priority 1, 2 and 3 maintenance cost of £3.3 million. In this regard, it is important for members to realise that any strategy is set against a backdrop of the Authority having less money to spend and not more. In this regard the leisure service is likely to have a budget reduction of circa 20% over the next three years. The strategic review will therefore result in rationalisation of leisure provision to achieve a lesser number of better quality facilities.
- 6.2 The review and its recommendations represent a long-term proposal (10+ years) for the Authority's Leisure Centre infrastructure. The cost of delivering the recommendations will need to be the subject of a Business Plan which can be developed once the recommendations are agreed in principle.
- 6.3 It is important for the Committee to be aware that there is currently no provision in the capital programme to deliver the recommendations.

7. PERSONNEL IMPLICATIONS

- 7.1 There are obvious personnel implications associated with the rationalisation of Leisure Centre provision and these would need to be dealt with on a case by case basis in accordance with the Authority's HR policies and procedures as the strategy develops.

8. CONCLUSIONS

- 8.1 The review represents a vision for the Authority's Leisure Centre stock which has not been in place since the Authority was created in 1996. The document is crucial as the Authority needs to make key financial decisions whilst also recognising the positive impact that activity can have on the health of the population.
- 8.2 The review has been independently drafted and is based on robust data across a wide range of factors
- 8.3 Importantly, the conclusions and recommendations in the review are based on rationalisation for the modern age – closure of some facilities resulting in leisure centre provision which consists of a lower number of higher quality facilities. In this regard there are recent examples across the UK where this can be delivered to result in improved usage and income.

9. CONSULTATIONS

- 9.1 The report reflects the views of the listed consultees.

10. RECOMMENDATIONS

- 10.1 Members are asked to note the content of the report and to endorse conclusions and recommendations arising from the strategic review, prior to wider consultation with service users, etc followed by consideration by Cabinet.

11. REASONS FOR THE RECOMMENDATIONS

- 11.1 To ensure that the Authority has a strategic vision for its Leisure Centre provision and that Medium Term Financial decisions take account of that strategic vision.

12. STATUTORY POWER

12.1 Local Government Acts.

Author: Mark S. Williams, Head of Community & Leisure Services
e-mail: willims@caerphilly.gov.uk Tele: 01495 235070

Consultees: Sandra Aspinall, Acting Deputy Chief Executive
Councillor David Poole, Cabinet Member for Community & Leisure Services
David Phenis, Sport and Leisure Services Manager
Jeff Reynolds, Leisure Facilities Manager
David Thomas, Senior Policy Officer (Equalities & Welsh Language)
Councillor Tudor Davies, Chairman, Regeneration & Environment Scrutiny Committee
Gail Williams, Monitoring Officer/Principal Solicitor
Councillor Liz Aldworth, Vice Chair, Regeneration & Environment Scrutiny Committee
Nicole Scammell, Acting Director of Corporate Services
Gareth Hardacre, Head of People Management & Development

Appendices:
Appendix 1 Strategic Review of Leisure Facilities – October 2014

Strategic Review of Leisure Facilities October 2014

Page 109



A greener place for sport and active lifestyles
Man gwyrddach ar gyfer chwaraeon a dull byw gweithredol



Executive Summary

In order to inform future investment decisions there has been a need to undertake a strategic review of existing leisure provision in the county borough, to ensure that scarce resources are targeted effectively.

The review considered the health and spatial profiles of the population of Caerphilly county borough, and how residents and visitors use the leisure facilities on offer.

The review uses a weighting and scoring matrix to assess each individual facility. The following key factors are considered: condition, usage, demand, cost of facility, location and access as well as the relationship of our facilities to existing and future school provision and housing development across the county borough.

The review found that whilst there is a good existing level of provision in the county borough, many of our leisure facilities are dated and are in need of upgrading. Further, as the majority of facilities are co-located on school sites, the 21st Century Schools Rationalisation programme is likely to have an impact on the sustainability of this provision in future.

If the key areas within the LDP (Heads of Valleys Regeneration area, Northern Connections Corridor (NCC) & Southern Connections Corridor (SCC)) are examined then there are a number of clear conclusions that can be drawn from the strategic review, namely:

- Within the Heads of Valleys Regeneration area (HOVRA) (where deprivation and inactivity levels are among the highest in the County Borough) there is a need to improve strategic leisure infrastructure to meet the needs of the population. The rationalisation strategy for the NCC could potentially address the NCC and HOVRA issues if carefully thought out.

- There is a need to rationalise provision within the Northern Connections Corridor (NCC) as the clustered nature of settlements combined with relatively good transport networks means that residents do not have to travel far to access leisure facilities. Rationalisation to two high quality leisure facilities would assist in improving access to quality provision in the Heads of Valleys Regeneration area, should the correct location be identified.
- There is a need to improve the strategic leisure infrastructure within the Southern Connections Corridor (SCC) as Caerphilly Leisure Centre is in a poor physical condition and is in urgent need of redevelopment or replacement. In addition, there are high running costs associated with Bedwas Leisure Centre. It is therefore likely that residents would benefit more from the development of one new facility (to replace the existing Bedwas and Caerphilly Leisure Centres) at an appropriate location in the Caerphilly basin.
- Typically residents are not precious about facilities being provided by their own Local Authority and are generally prepared to travel for quality leisure provision. Consequently the location of facilities in neighbouring local authorities must be considered within any rationalisation/ investment strategy.
- The role of the 21st Century Schools Strategy is a fundamental consideration in any leisure facility rationalisation/investment strategy. It is essential that officers responsible for the design and delivery of 21st Century Schools programme work in partnership with the Leisure Service Managers over the strategic fit and design of new facilities in new or refurbished schools so that the 21st Century Schools programme can help to inform leisure rationalisation/investment decisions.

As a result of these conclusions there are 3 key recommendations that should form the basis of a leisure facilities strategy moving forward: -

- (1) Rationalisation of facilities in the SCC to two multifunctional leisure centres which offer a wide variety of provision and are located in Risca and Caerphilly.
- (2) Rationalisation of facilities in the NCC to two multifunctional leisure centres offering a wide variety of provision. One of these centres should be located in the eastern part of the NCC (Newbridge) and the other should be located in the Northwest of the NCC at the northern edge of Bargoed or Aberbargoed which will also assist in serving the HOVRA.
- (3) Where provision currently exists on some of the comprehensive school sites, this should be transferred to the relevant school at a level that allows for curriculum delivery and community usage where appropriate.

Contents

1)	Introduction	4
2)	Health profile of Caerphilly County Borough	4
3)	Spatial Profile of Caerphilly County Borough	4
4)	Current Provision of Leisure Centres	7
5)	Issues Influencing Decisions	13
	(a) Condition of Current Facilities	13
	(b) Usage, Demand and Latent Demand	15
	(c) Cost of facility	18
	(d) Access and Travel	19
	(e) School and Leisure proposals	21
	(f) Housing developments across the county borough	22
	(g) Equalities and Welsh Language issues	21
	(h) Other Considerations	22
6)	Key Findings	24
7)	Recommendations	255
	Appendix 1: SWOT Analysis of Current Leisure Centres	27
	Appendix 2: Weighting and Scoring Matrix of facilities	30
	Appendix 3: 10 Minute Drive Time Map	31

1) Introduction

The Council is under increasing pressure to provide high quality leisure facilities in order to encourage healthy lifestyle choices. Caerphilly County Borough Council (CCBC) has made improving health a key priority for its service delivery. The provision of facilities located in the county borough's leisure centres will be central in achieving this aim. The borough has 11 formal leisure centre facilities located throughout the administrative area, many of which are aging and require future investment.

In order to inform future investment decisions there is a need to undertake a strategic review of existing leisure centre provision in the county borough, in order to ensure that scarce resources are targeted effectively.

This review will begin by looking at the various health and spatial profiles of Caerphilly county borough, as these will impact upon the utilisation of leisure centres. It will then assess the existing leisure centre offer in terms of the condition of these facilities, the cost associated with their provision, the population catchment that they serve, the demand placed on facilities, access to the facilities and any future changes within the county borough that would affect the use of leisure centres. The study applies the use of a weighting and scoring matrix system to help assess each individual leisure centre, and to gain a greater understanding of how each centre differs. The study concludes by recommending changes, if any, to future leisure provisions across the county borough.

2) Health profile of Caerphilly County Borough

Caerphilly County Borough is among the most deprived areas in Wales and according to the Welsh Health Survey Areas of Deprivation, is also an area with the greatest health need.

Caerphilly county borough has a most concerning health profile. Statistically, Caerphilly county borough has:

- The 5th worst all-cause mortality figures (for males and females) in Wales;
- The 3rd worst statistics in Wales for deaths from cardiovascular disease (males);
- The 4th worst statistics in Wales for deaths from cardiovascular disease (females);
- The 3rd worst death rate from cancer under 65 (males) in Wales;
- The 3rd worst rate in Wales for overweight and obesity;
- The 4th worst rate in Wales for obesity;
- The 2nd worst statistics for self-rated mental health and well-being in Wales; and
- 7% of males and females report that they are being treated for diabetes.

Even though these statistics prove disappointing, it should be noted that the number of adults meeting the recommended amount of physical activity has increased since 2003. The latest Sport Wales Active Adult survey shows an improving picture for Caerphilly County Borough. Encouragingly there has been a 10% rise in level of physical activity; this however is still below the national average.

Whilst the health profile of Caerphilly county borough is gradually improving, a lot more work is required to ensure that residents continue to make wise choices. Part of this work is to ensure that residents have access to a wide range of good quality and affordable leisure pursuits.

3) Spatial Profile of Caerphilly County Borough

Geographically, the county borough can be split into three separate strategy areas. These strategy areas have been defined within the Adopted Caerphilly County Borough Local Development Plan (LDP) 2010. These strategy areas are each distinctive in terms of their demographic profile and consequently the requirements for leisure facilities differ in each area.

The northern part of the borough is known as the Heads of the Valleys Regeneration Area (or HOVRA). Within the HOVRA, Bargoed is identified as the Principal Town.

The HOVRA is characterised by:

- Settlements constrained by the natural topography of area;
- A significant number of rural and isolated villages and settlements;
- Large swathes of countryside protected for its nature and conservation attributes;
- High levels of unemployment and social deprivation with an ageing population;
- Traditionally high population loss;
- Difficulty in attracting private sector employment;
- Recent public investment in infrastructure and transport network; and
- Reliance on public sector intervention to support facilities.

The mid valley areas is known as the Northern Connections Corridor (NCC). Within the NCC, the Principal Towns are Blackwood and Ystrad Mynach. The NCC is characterised by:

- A contiguous area of high density urban development spanning the mid valleys;
- Success in attracting inward investment from both the private and public sector;
- Diversity in the housing stock attracting a diverse cross section of the population;
- The presence of a number of vital public services including the police, the Council Headquarters, a college of further education, and the new general hospital; and
- Investment in the existing infrastructure has improved access across the valley from Nelson in the west, to Newbridge in the east along the A472, allowing for better connectivity between settlements, although further improvements are still required.

Finally, the southern part of the county borough is referred to as the Southern Connections Corridor (SCC). Caerphilly and Risca are the Principal Towns that lie in separate river valleys, and therefore although both are part of the SCC, they do not form a single conurbation like in the NCC. As Cardiff and Newport have become more successful, Caerphilly and to a lesser extent Risca have experienced increased development pressure. Consequently

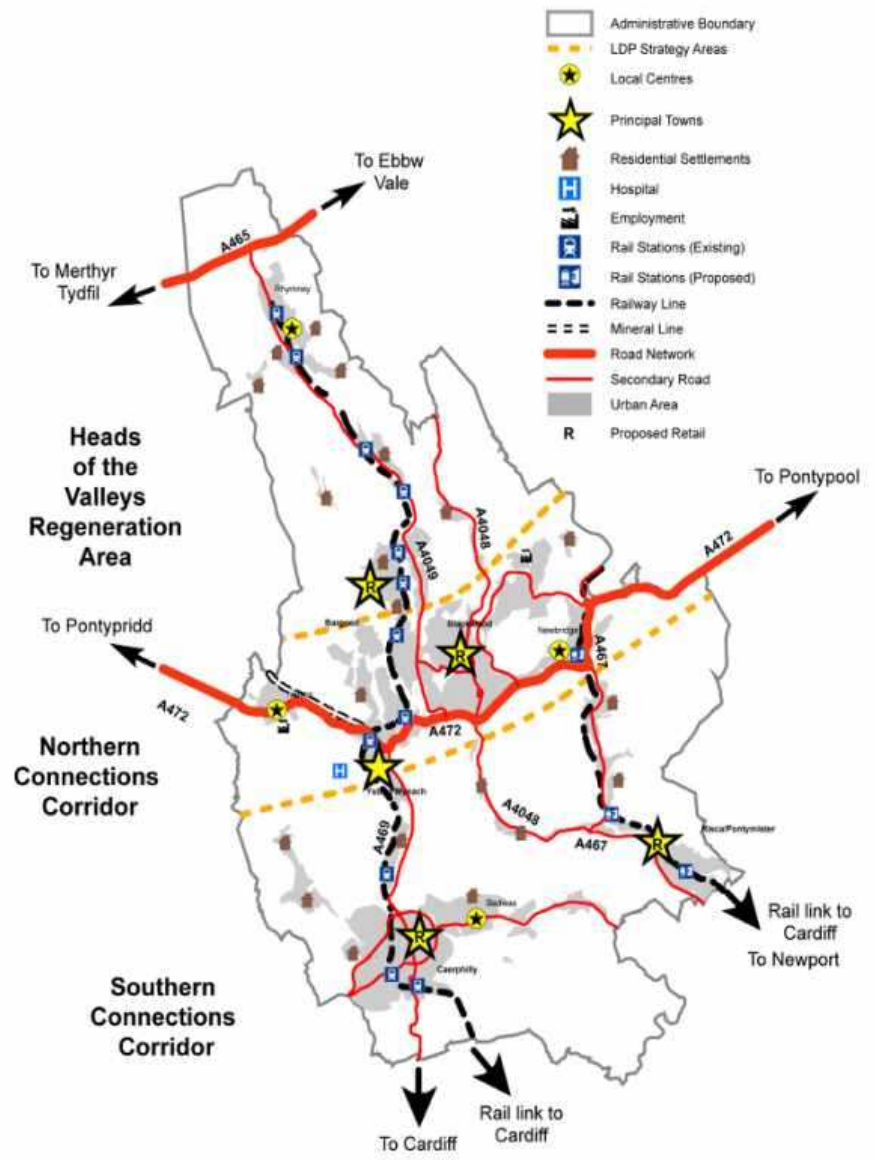
significant levels of new development has occurred in recent years in the SCC, and particularly in Caerphilly Basin placing increasing pressure on the existing services and facilities in the area. The SCC is characterised by:

- More affluent area where residents tend to have more disposable income;
- Higher density population separated into two distinct river corridors;
- Successful in attracting inward investment from both the private and public sector;
- Limited capacity for new development without causing environmental harm; and
- Good transport links to Cardiff (in the Caerphilly Basin) and Newport (from Risca).

As a result, these three strategy areas all function in different ways.

The LDP contains a key diagram (shown in figure 1) that depicts the spatial layout and configuration of the county borough and its future development plans. It details the location of existing and future transport links, key housing sites, employment and retail areas as well as Principal and Local Town Centres. In determining the future of leisure centre provision in the county borough, it is important that regard is had to the contribution such facilities play to the role and function of existing settlements and how they serve the needs of the resident population of the area.

Figure 1: Key Diagram for LDP



4) Current Provision of Leisure Centres

There are 11 formal leisure centres across the county borough, and 1 formal Indoor-bowling centre located in Pontllanfraith. Map 1 shows the location of these facilities and whether they are within or adjacent to a school. The map also indicates which LDP strategy area they fall within. As the indoor bowling centre is run as a separate provision, this review will not consider this facility when assessing leisure centre provision.

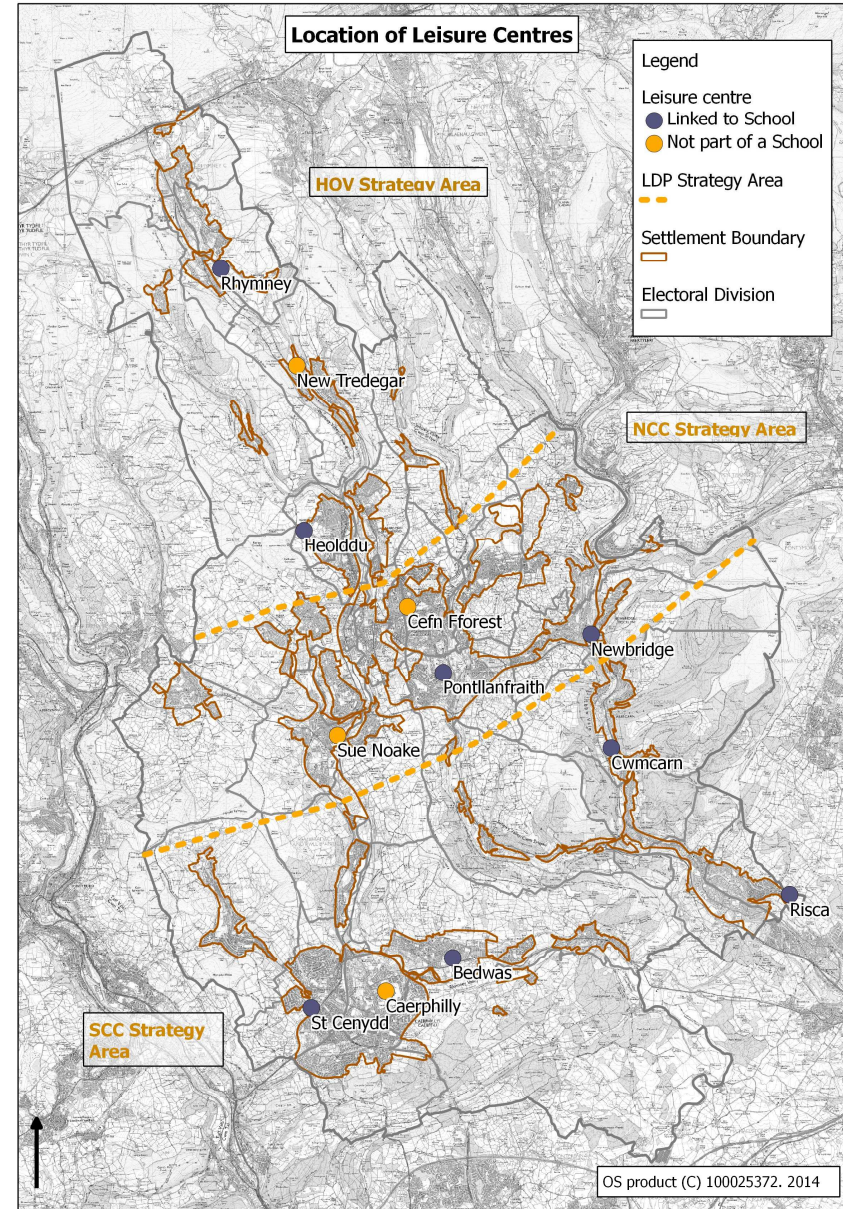
Table 1 indicates the specific facilities on offer within each leisure centre.

Table 1: Leisure facilities by centre and strategy area

	Dance Studio	Fitness Suite	Health Spa	Spin room	Sports Hall	Squash Court	Swimming Pool	Artificial Turf Pitch	3G Pitches
Heads of the Valleys Regeneration Area (HOVRA)									
Heolddu Leisure Centre	✓	✓	✓		✓	✓	✓		✓
New Tredegar Leisure Centre	✓	✓			✓				✓*
Rhymney High School					✓			✓	
Northern Connections Corridor (NCC)									
Cefn Fforest Leisure Centre		✓	✓				✓		
Centre of Excellence					✓	✓	✓		✓
Newbridge Leisure Centre		✓	✓		✓	✓	✓		✓
Pontllanfraith Leisure Centre	✓	✓			✓	✓			✓
Sue Noake Leisure Centre					✓			✓	
Southern Connections Corridor (SCC)									
Bedwas Leisure Centre	✓						✓	✓	
Caerphilly Leisure Centre	✓	✓	✓	✓	✓	✓	✓	✓	
Risca Leisure Centre	✓	✓	✓	✓	✓	✓	✓	✓	✓
St Cenydd High School	✓	✓			✓			✓	

* site is an indoor 3G pitch

Map 1: Location of Leisure Centres



Artificial Turf Pitch and Third Generation (3G) Pitches

Map 2 shows the location of high quality Artificial Turf Pitches (ATP) and Third Generation (3G) pitch provision that are associated with Leisure Centres. These facilities appeal to larger groups of users and clubs as they have access to fitness and showering facilities. They are a valuable resource.

In addition to those facilities associated with leisure centres, there are three additional ATP's located in the NCC that fall within schools - Lewis School, Cwm Rhymni and Blackwood Comprehensive. Two new 3G Pitches are also included as part of the Centre of Excellence in Ystrad Mynach.

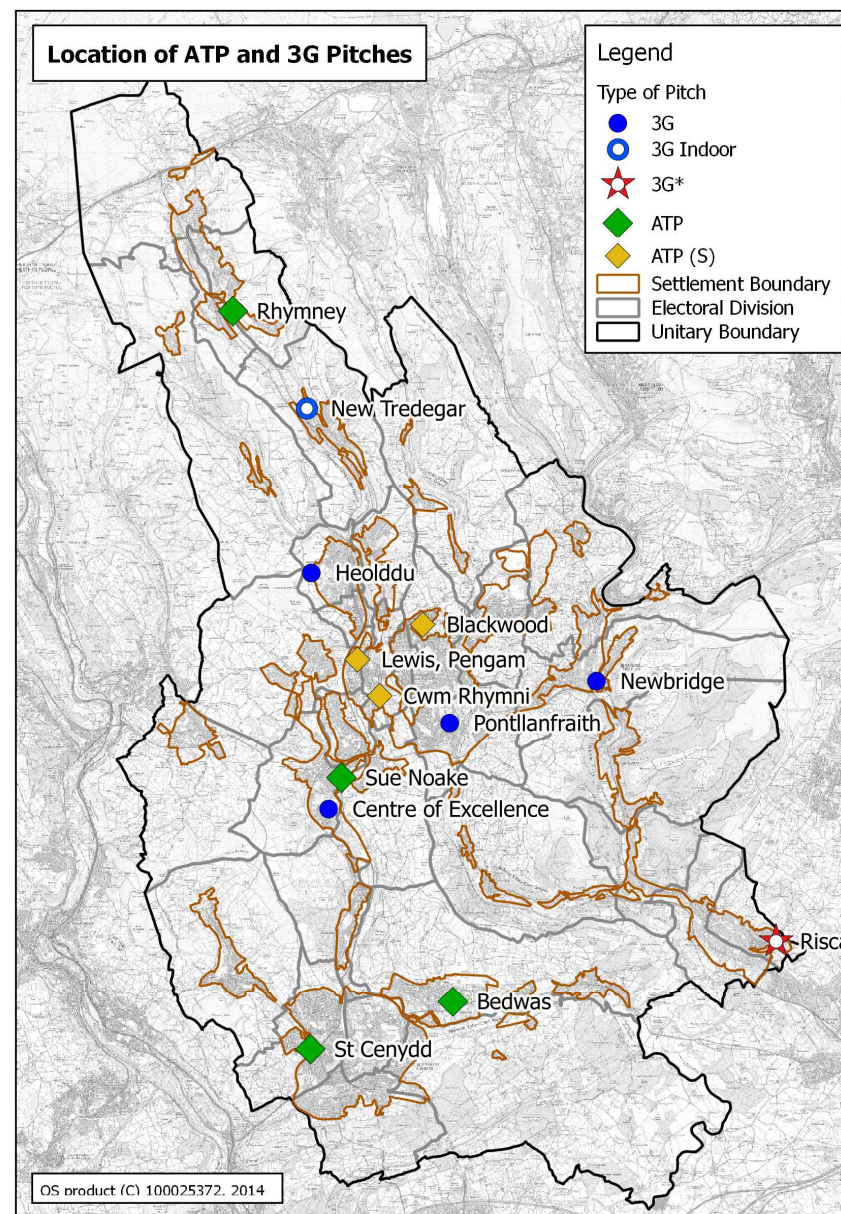
In the HOVRA, the only outdoor 3G pitch forms part of Heolddu Leisure Centre, however there is also an indoor 3G pitch at New Tredegar which can be used by sports clubs and teams.

In the NCC, Newbridge and Pontllanfraith Leisure Centres provide 3G pitches, whilst Sue Noake has an ATP.

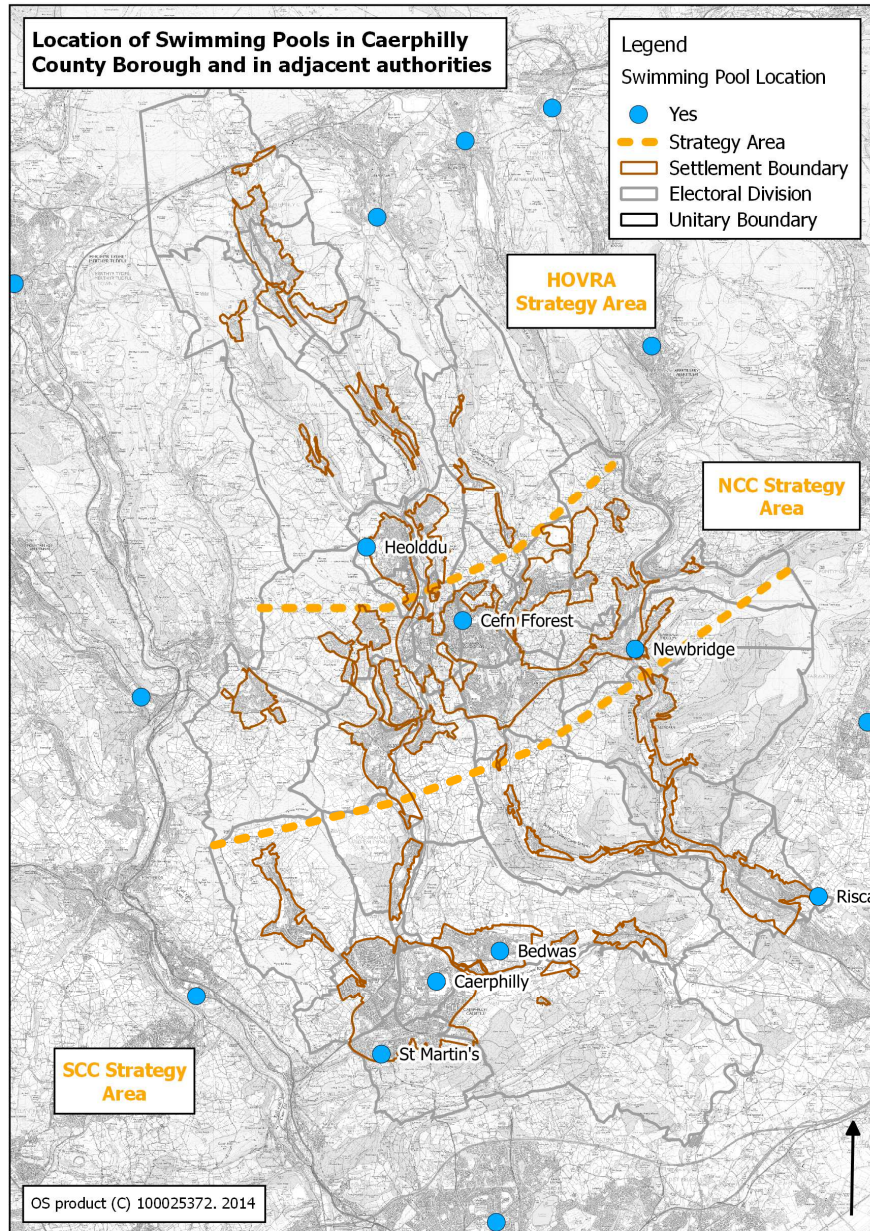
In the SCC, both St Cenydd and Bedwas have ATP's, whereas in the Risca valley, Risca Leisure Centre has two 3G pitches for 5-a-side games and an ATP.

Only two leisure centres (Cefn Fforest and Caerphilly in the NCC and SCC respectively) within CCBC do not have any sports pitch provision adjoining their leisure centres.

Map 2: Location of ATP and 3G pitches



Map 3: Location of Public Swimming pools in adjoining authorities



Swimming Pools

Map 3 shows the location of swimming pools in and around the county borough.

In the HOVRA, there is one swimming pool located in Heolddu Leisure Centre. This swimming pool is a standard sized traditional 25m by 10m pool tank.

In the NCC, there are two swimming pools (Cefn Fforest and Newbridge). Newbridge leisure centre has a fun pool adjacent to the main pool, whilst Cefn Fforest has a main pool and a separate learner pool with interactive play features.

In the SCC, Caerphilly, Bedwas and Risca Leisure Centres all have swimming pools. Caerphilly is currently the only leisure centre in the SCC that has unrestricted opening hours. Both Bedwas and Risca Leisure Centres are only available for the public to use in the evenings and at weekends. Caerphilly is also the only leisure centre in the SCC that has a teaching pool. There is also a swimming pool at St Martin's School that currently has restricted opening hours. The arrangement at the school will require reviewing if the need and demand are to be met.

The map indicates that whilst the most northern swimming pool is located in Heolddu, residents of Rhymney, Deri and Fochriw have access to facilities within Blaenau Gwent and Merthyr Tydfil.

Fitness Suite

Map 4 highlights the leisure centres with Fitness suite facilities. Of these centres, only St Cenydd Leisure Centre has restricted opening hours.

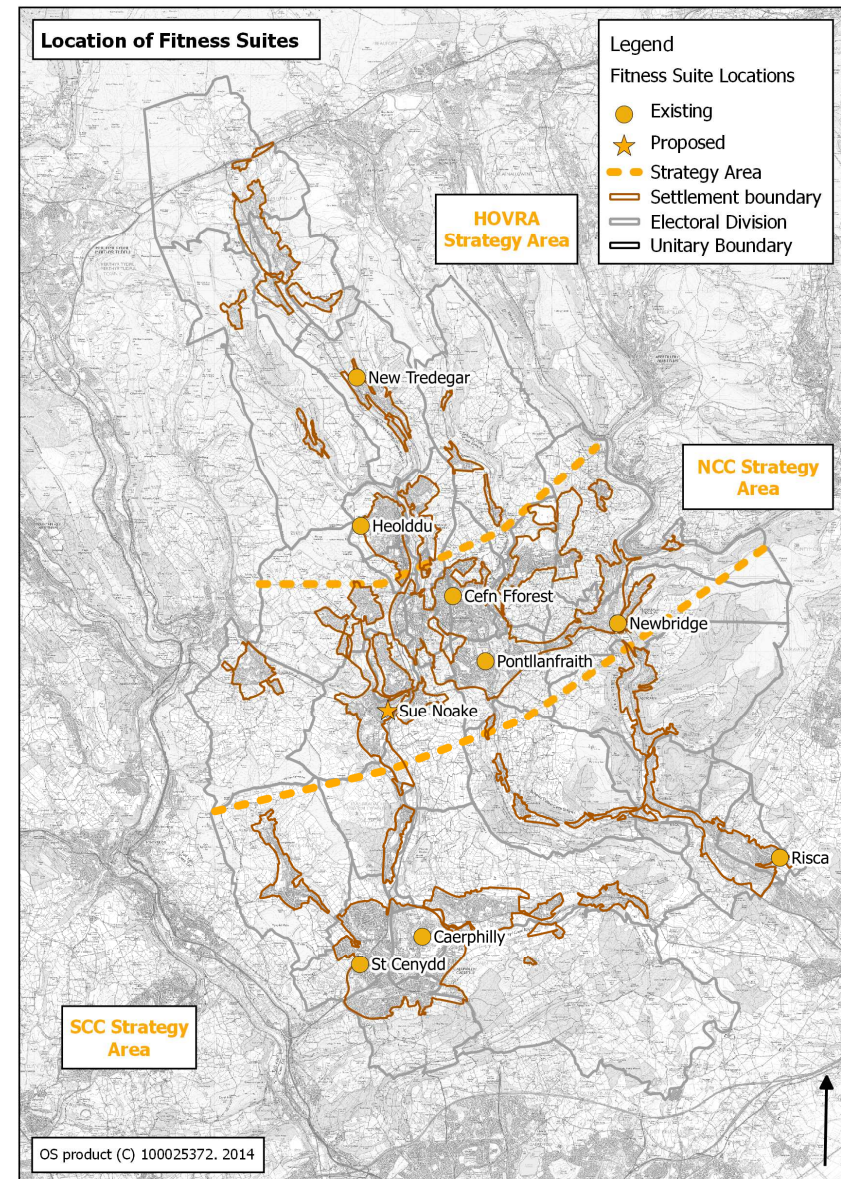
In the HOVRA, Heolddu and New Tredegar Leisure Centres provide fitness suite facilities.

In the NCC, the fitness suite facilities are all located towards the east of the strategy area, within Pontllanfraith, Cefn Fforest and Newbridge leisure centres. There are plans to develop the facilities at Sue Noake Leisure Centre to also include a fitness suite.

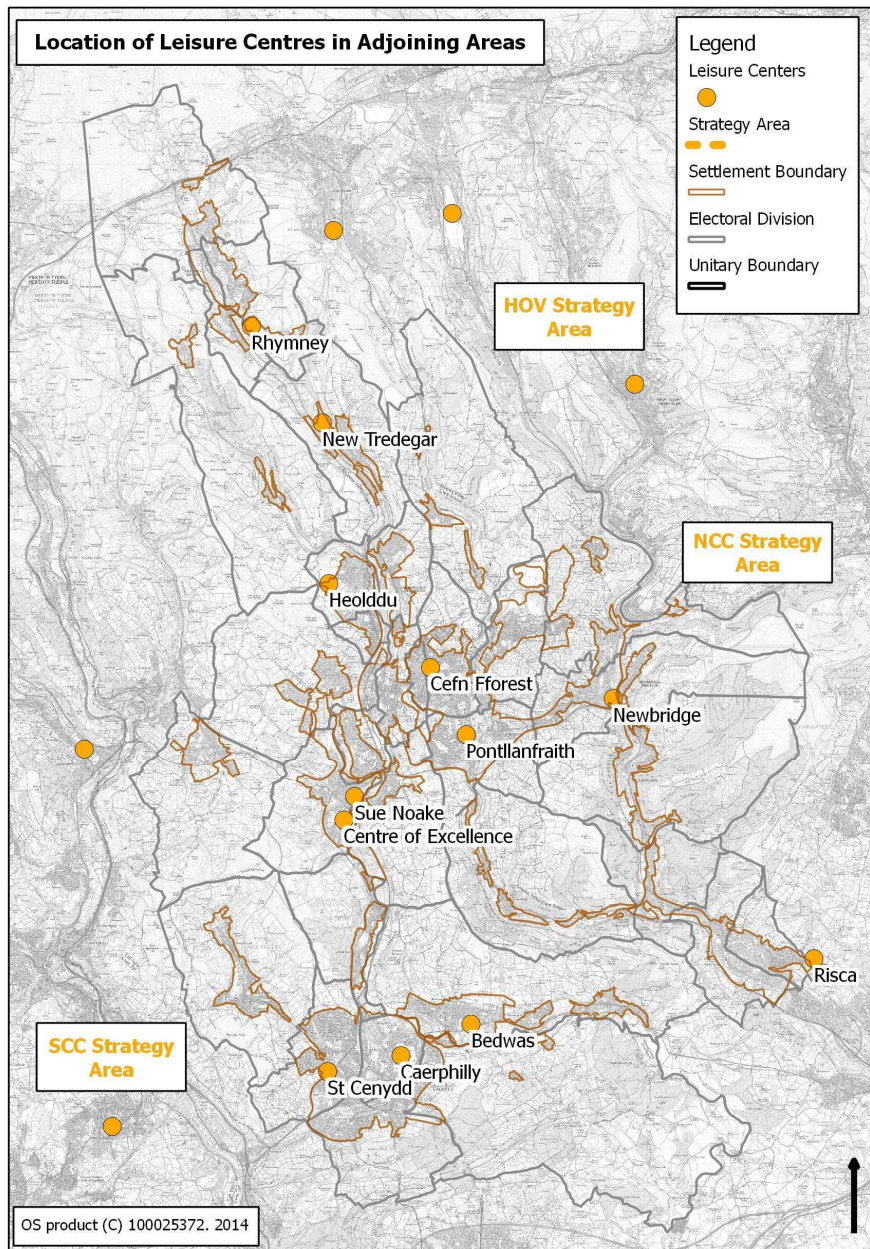
In the SCC, whilst there are three leisure centres providing fitness suites, only two (Caerphilly and Risca) are open with unrestricted hours.

The map shows that whilst there is a good spread of facilities across the county borough, there appears to be a lack of fitness suite facilities to the west of the NCC, yet there is a good provision of these facilities to the east.

Map 4: Location of Fitness suites in Caerphilly County Borough



Map 5: Location of Adjoining Leisure Centres



Facilities in Neighbouring authorities.

It is also important to consider the availability of facilities located in neighbouring authorities to ensure that the facilities on offer are considered within their wider context (shown in Map 5). For example, residents in Nelson are likely to use the facilities available in Rhondda Cynon Taf to the west in Abercynon. Residents will use facilities outside of the county borough that are convenient and meet their needs. Map 5 indicates that there is good leisure centre provision along the A470 trunk road.

SWOT analysis

In order to help assess each leisure centre, a SWOT (strengths, weaknesses, opportunities and threats) analysis has been undertaken. This assessment is contained in Appendix 1.

The SWOT analysis indicates that provision varies considerably across the authority. Moreover, it indicates that the majority of facilities are dated, and are physically constrained by neighbouring uses. This means that the quality of future leisure provision across the borough is being stifled.

A significant threat to leisure provision across the county borough is the co-location with schools. Consequently, any rationalisation of schools will directly impact upon future provision.

In addition, the majority of sites require significant maintenance works to bring them up to standard.

There are currently 12 small private sector health club facilities in the County Borough. There is a need to be aware of the provision and potential competition from private health club providers.

5) Issues Influencing Decisions

There are a number of measures that need assessing in order to review the provision of leisure centres. These are:

- a) Condition of current facilities;
- b) Usage;
- c) Cost of facility;
- d) Access and Travel;
- e) Future School Developments;
- f) Future Housing Developments; and
- g) Other considerations

Measures (a) to (d) have been used to help evaluate individual leisure centres in the county borough through the implementation of a weighing and scoring matrix analysis. The complete weighting analysis is contained in Appendix 2. Measures (e) and (g) are not included in this weighting and scoring as they are subjective, however the information contained in these sections directly influences leisure centre provision.

This study will now assess each measure in turn. Please note that as the Centre of Excellence opened in Spring 2014, this facility is not included in overall analysis of measures (a) to (f).

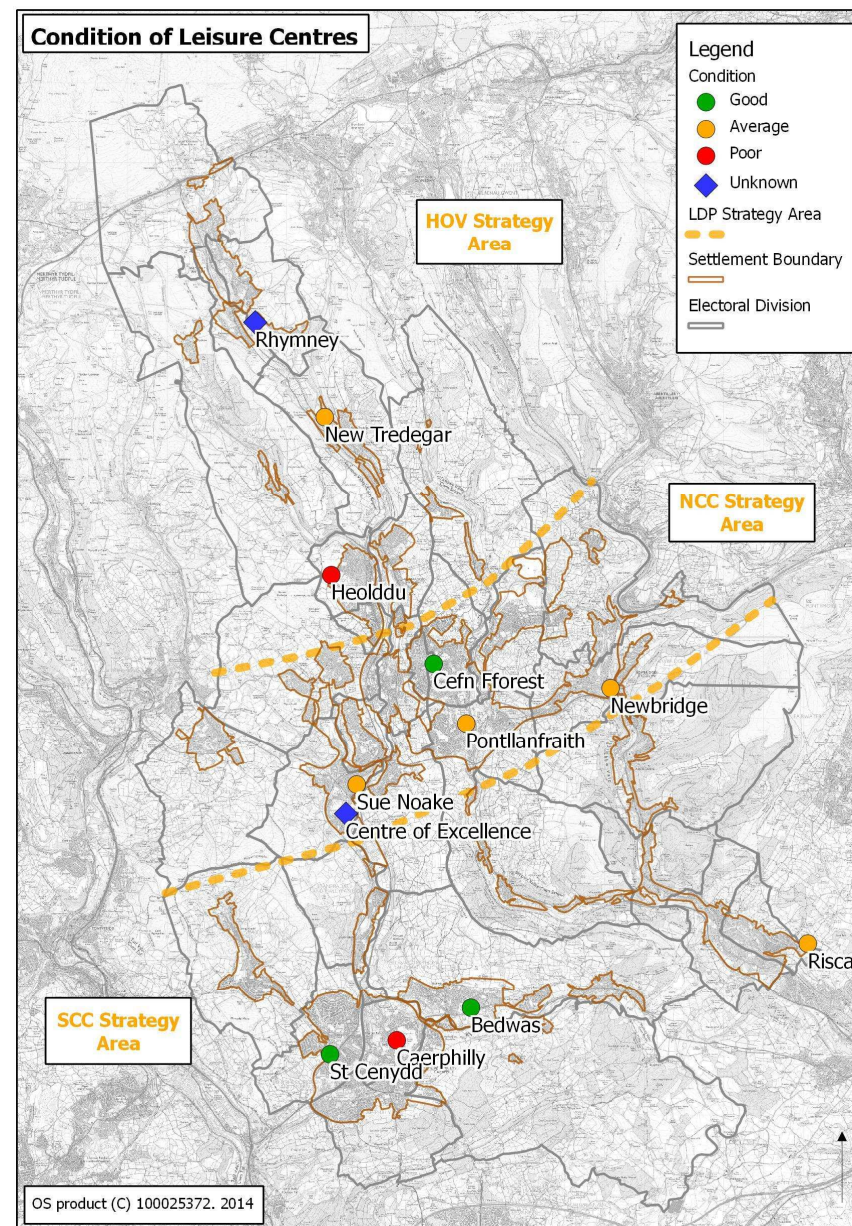
(a) Condition of Current Facilities

A detailed condition survey was undertaken in 2013 across all leisure centres (excluding Rhymney High School and Centre of Excellence). This survey took into account the overall building condition, the suitability of each site, the sufficiency at which the site was performing and the sustainability of the site. The results of this survey are shown in Map 6.

The survey highlighted that:

- Caerphilly and Heolddu Leisure Centres, the two largest facilities, are in poor condition;
- Future of Heolddu is impeded by the layout of the centre and its dual use with Heolddu Comprehensive;

Map 6: Condition of Leisure Facilities



- Caerphilly Leisure Centre is not fit for purpose and needs significant modernisation and redesigning, or replacing. The latest condition survey estimates urgent need for repairs at a cost of approximately £1 million.
- There are three leisure centres that are classified as being of good condition – Bedwas Leisure Centre, Cefn Fforest Leisure Centre and St Cenydd Leisure Centre;
- Bedwas Leisure Centre has little scope to enhance the facilities within the current footprint of the site, as it is co-located with the school. This means operational hours are limited to after school hours and weekends only;
- St Cenydd's leisure provision is fairly modern and in good condition. However, as facilities are linked with the school, operational hours are limited to after school hours; and
- Risca Leisure Centre's overall condition is rated as 'Average'. Since the condition survey was carried out, extensive refurbishment work has been undertaken which has improved the overall condition of the centre.
- It should also be noted that these facilities were open during school holidays.

Observations by Strategy Area: HOVRA

- The HOVRA has no leisure centre facilities in good condition. Also, individual sites have little scope for upgrading the existing provision;
- The only facility scoring an average overall condition (New Tredegar) has limited opening hours. It does, however, have an indoor 3G pitch; and
- The only swimming pool in HOVRA is located in Heolddu Leisure Centre.

There is a clear need to improve the facilities in the HOVRA.

Observations by Strategy Area: NCC

- Three of the four facilities are of average condition;
- Only Cefn Fforest Leisure Centre is classified as being in good condition; and
- All leisure centres within the NCC are constrained by their surrounding neighbours; therefore the potential for on-site improvement is limited.

There is a need to reassess the provision of these facilities.

Observations by Strategy Area: SCC

- In the Caerphilly Basin, 2 out of 3 leisure centres are in good condition. Both of these are dual use with their respective schools, so opening hours and their future use is constrained by the neighbouring uses;
- Caerphilly Leisure Centre is in poor condition, and the Condition Survey highlights the need for a complete

Summary of measure (a) - Condition of Facility

Based on this measure alone, the following leisure centres are in need of improvement:

- Caerphilly Leisure Centre; and
- Heolddu Leisure Centre.

Those facilities in better condition are:

- St Cenydd High School;
- Bedwas Leisure Centre; and
- Cefn Fforest Leisure Centre.

redevelopment of the site;

- Risca Leisure Centre has recently been refurbished.

There is a need to improve provision in the Caerphilly basin.

(b) Usage, Demand and Latent Demand

In order to meet the leisure needs of the community the current users of the existing facilities need to be understood. Over the years there has been an increase in the number of residents and workers participating in sporting activities within Caerphilly county borough. In 2011/12, the number of visitors to leisure centres was 1,148,368 and by 2012/13 this figure had risen to 1,277,952, an increase of 11%. In the 2013/14 financial year, this figure had risen again to 1,290,343.

Visitor Numbers

The current use of facilities varies considerably from centre to centre. Table 3 indicates the 2013/14 visitor numbers to each facility, by strategy area. It also shows the number of registered smartcard holders at each leisure centre. It should be noted however that any comparisons between centres need to bear in mind the varying range of facilities, school use and opening times.

Newbridge and Caerphilly Leisure Centres are the two centres that attracted the most visitors in 2013/14. These centres also have the highest number of registered smartcard holders. This is an indication that these centres have an attractive leisure offer. Conversely, New Tredegar Leisure Centre attracts the least visitors followed by Sue Noake. Table 3 also shows that whilst there are a relatively high number of registered smartcard users at New Tredegar, this is not reflected in visitor numbers. This could indicate that the facilities on offer in New Tredegar are not sufficient to meet the needs of the local residents.

Table 3 indicates that on balance, those facilities that offer four or more leisure choices were visited the most in 2014, whereas those with limited facilities were visited the least (such as Sue Noake Leisure Centre).

It is also useful to consider the number of residents that live within a 10-minute drive time of each leisure centre (an assumed catchment area). This information is contained in Appendix 3 and summarised in Table 4.

Leisure Centre	Visitor Numbers (2013/14)	Visitor No. (% of strategy area)	Registered Number of Smartcard Holders at each centre
Heads of the Valleys Regeneration Area			
Heolddu	131,202	90.33%	7,680
New Tredegar	14,042	9.67%	1,117
Rhymney School	No data	No data	254
Northern Connections Corridor			
Cefn Fforest	102,836	20.76%	8,726
Newbridge	272,703	55.05%	14,664
Pontllanfraith	88,817	17.93%	1,805
Sue Noake	31,059	6.27%	457
Southern Connections Corridor			
Bedwas	67,199	10.39%	2,337
Caerphilly	279,919	43.30%	21,750
Risca	222,818	34.47%	9,503
St Cenydd	76,548	11.84%	1,501

Table 3: Number of visitors to CCBC Leisure Centres by Strategy area

Leisure Centre	No. residents within 10 min drive-time (2011 Census)
Heads of the Valleys Regeneration Area	
Heolddu	19201
New Tredegar	33470
Rhymney School	14742
Northern Connections Corridor	
Cefn Fforest	53271
Newbridge	51203
Pontllanfraith	62347
Sue Noake	60760
Southern Connections Corridor	
Bedwas	42092
Caerphilly	48099
Risca	28129
St Cenydd	62098

Table 4: Number of residents within 10-minute drive time

Table 4 indicates that each of the centres in the NCC have large catchment populations, with numbers averaging approximately 59,000 residents. In the SCC, St Cenydd has the highest catchment population, followed by Caerphilly and then Bedwas Leisure Centres.

It is also interesting to note that when information in Table 4 is compared to that in Table 3 (total number of visitors for 2013/14), Caerphilly, Risca and Newbridge attract the highest number of visitors, yet the catchment population is considerably lower. This indicates that these centres appeal to a wider catchment area.

Demand

Using information from the Caerphilly Smartcard system, it has been possible to gauge those leisure facilities that are appealing to many residents. Due to time constraints, this section considers the average class attendance in the period from January 2014 to March 2014, and not the overall leisure centre capacity.

Table 5 shows the specific leisure centre facility coupled with the percentage average use of the facilities.

Using Table 5, the HOVRA has 1 facility, the NCC has 2 facilities and the SCC has 4 facilities, all running at around 85-100% usage.

Across all leisure centres, the swimming lessons run at over 80% and are well utilised. Class participation is less, however Caerphilly Leisure Centre at 56% has the highest percentage of usage for class participation.

Sports hall facilities are well used across the county borough. The use of Heolddu, Newbridge and Risca Leisure Centres fluctuates dramatically between week day and weekend use. As a result, the average of both is taken, however it is important to note that all centres run at over 90% usage during the week.

It should be noted that significant growth in demand is created through the work of sports development. This organic growth in demand results in excellent value for money with a significant return on investment.

Table 5: Leisure facilities % of usage (Jan – Mar 2014)

	Usage (%)		
	Class	Swimming Lesson	Sports hall
Heads of the Valleys Regeneration Area (HOVRA)			
Heolddu Leisure Centre	24	91	66*
New Tredegar Leisure Centre	0		52
Rhymney High School			N/c
Northern Connections Corridor (NCC)			
Cefn Fforest Leisure Centre	35	91	
Newbridge Leisure Centre	40	79	79*
Pontllanfraith Leisure Centre	25		69
Sue Noake Leisure Centre			94
Southern Connections Corridor (SCC)			
Bedwas Leisure Centre	30	76	
Caerphilly Leisure Centre	56	82	58
Cwmcarn High School			N/c
Risca Leisure Centre	23	88	80*
St Cenydd High School	35		96

Key

	Facility not provided at specific centre
N/c	Data not collected
*	Percentage is an average of weekend and weekday % totals

Latent Demand

Known demand is demand generated from the existing people using facilities, whereas latent demand is demand that evidence suggests may be generated should residents have access to more or better leisure provision. Market segmentation data carried out by Sports Wales, helps to express the percentage of people and their spatial distribution across an area, and provides information on the particular type of sport that they would participate in.

Market segmentation data for Caerphilly county borough indicates that:

Heads of the Valley Regeneration Area

- There is an above average latent demand for swimming in the northern part of the county borough. This is particularly the case in Twyn Carno, Moriah and New Tredegar;
- There is also an above average demand for fitness facilities and indoor games.

Northern Connections Corridor

- There is an above average latent demand for swimming and fitness facilities in the west of the NCC (around Ystrad Mynach), and cycling and fitness in the east (around Abercarn);
- This indicates a latent demand for swimming and fitness facilities in the western part of the NCC area, and additional fitness facilities in the east.

Southern Connections Corridor

- In the Caerphilly Basin (specifically the Aber Valley, Penyrheol, St Martins and Morgan Jones wards), there is a high demand for swimming, fitness facilities and indoor sports;
- To the eastern edge of the SCC (around Risca), there is an above average demand for indoor games, football and swimming.

Summary of measure (d) - Usage, Demand and Latent Demand

Based on this measure alone, the following leisure centres are underperforming:

- New Tredegar Leisure Centre;
- Sue Noake Leisure Centre; and
- Pontllanfraith Leisure Centre.

The facilities performing well on this measure are:

- Caerphilly Leisure Centre;
- Newbridge Leisure Centre; and
- Risca Leisure Centre.

(c) Cost of facility

Understanding the cost of running individual facilities is integral to ensuring that strategic decisions are based on sound financial judgements. The net cost per user is calculated using the known visitor numbers, and the overall running and maintenance costs of the leisure facility. The primary objective is to reduce the net cost to a sustainable level in order to ensure that the leisure facilities remain affordable and viable. Table 6 clearly indicates that those facilities with the highest visitor numbers (Newbridge, Caerphilly and Risca) have relatively low net cost per user.

Table 6 also indicates that the number of visitors per annum to leisure centres varies considerably, from just over 14,000 in New Tredegar, to over 270,000 at Caerphilly Leisure Centre. Notably, New Tredegar operates at a net cost per user of £7.33.

	Visitor Numbers (2013/14)	Net Cost per user (£) (2013/14)
Heads of the Valley		
Heolddu Leisure Centre	131,202	2.28
New Tredegar Leisure Centre	14,042	7.33
Rhymney High School	<i>No data</i>	<i>No data</i>
Northern Connections Corridor		
Cefn Fforest Leisure Centre	102,836	2.61
Newbridge Leisure Centre	272,703	1.41
Pontllanfraith Leisure Centre	88,817	1.47
Sue Noake Leisure Centre	31,059	1.48
Southern Connections Corridor		
Bedwas Leisure Centre	67,199	2.78
Caerphilly Leisure Centre	279,919	1.37
Risca Leisure Centre	222,818	2.01
St Cenydd High School	76,548	1.20

Table 6: Annual Visitor numbers and Net Cost per user

Those leisure facilities that provide a predominantly swimming based facility (such as Bedwas Leisure Centre and Cefn Fforest Leisure Centre) have higher net cost per user values due to the high maintenance and running costs associated with such facilities.

Leisure facilities with swimming pools are more expensive due to running costs.

Observations by Strategy Area: HOVRA

- New Tredegar Leisure Centre attracts the highest level of net cost per user at £7.33; it should be noted that the level of subsidy has reduced significantly as a result of the investment in the indoor 3G facility, evidence that enhanced facilities can result in a return on investment;
- Heolddu has the most competitive net cost value in the strategy area, however at £2.28 it is still significantly higher than other centres;
- New Tredegar has the lowest number of visitors per annum;
- The leisure centres in the HOVRA attract around 145,000 visitors per annum. This is over 4 times less than the visitor numbers for the SCC. The health profile of HOVRA must also influence provision.

Observations by Strategy Area: NCC

- Newbridge has a very low net cost per user, at £1.41. This is the second lowest figure across all leisure centres;
- Cefn Fforest Leisure Centre is heavily subsidised at £2.61;
- Pontllanfraith is restricted in terms of opening hours, however it still attracts a relatively moderate net cost per user at £1.47.

Observations by Strategy Area: SCC

- Caerphilly and St Cenydd Leisure Centres are the most cost effective centres in the county borough after Newbridge, attracting a subsidy of £1.20 and £1.37 respectively;
- Bedwas Leisure Centre is heavily subsidised due to the lower visitor numbers and limited opening hours;
- Risca Leisure Centre is relatively cost effective.

Summary of measure (c) - Cost of Facility

Based on this measure alone, the following leisure centres are expensive to run:

- New Tredegar Leisure Centre;
- Cefn Fforest Leisure Centre; and
- Bedwas Leisure Centre.

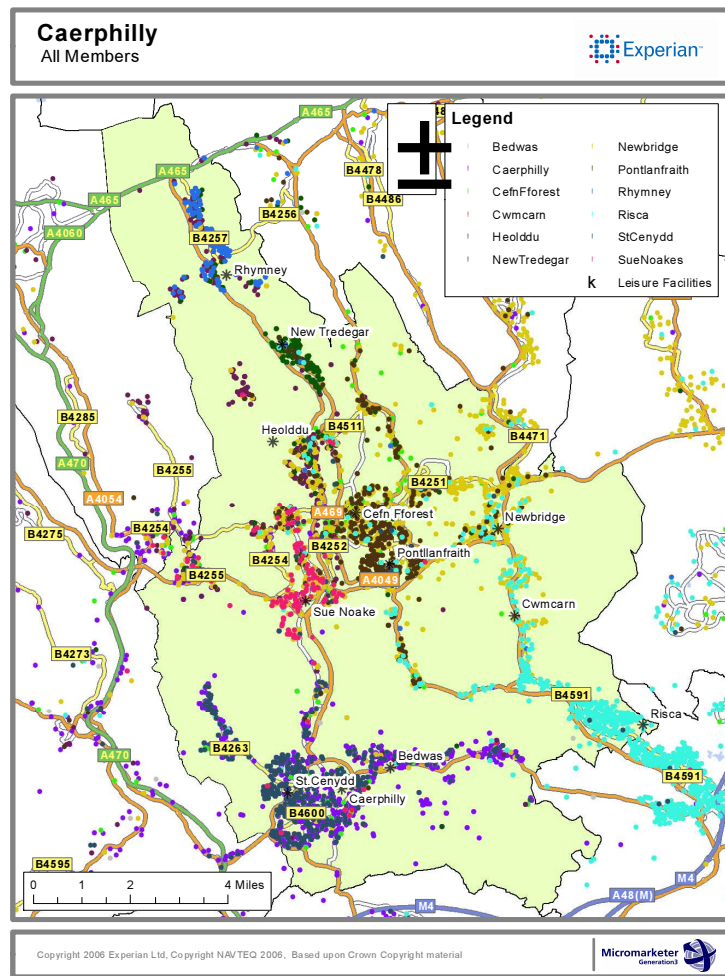
The facilities performing well are:

- St Cenydd Leisure Centre;
- Rhymney Comprehensive;
- Caerphilly Leisure Centre; and
- Newbridge Leisure Centre.

(d) Access and Travel

In order to ensure that the maximum number of residents have good access to the facilities that are provided in the county borough, it is extremely important that they are well located and accessible by public transport. Map 7 clearly illustrates where users of the various facilities live.

Map 7: Home location of Leisure Centre Users.



Map 7 highlights residents' travel patterns, and indicates that Caerphilly, Risca, and Newbridge Leisure Centres attract residents from further than a 5-mile radius of the centre. Conversely, Sue Noake, Bedwas, Pontllanfraith, New Tredegar and Rhymney Leisure Centres only have a 2-mile radius of attraction. Heolddu Leisure Centre appears to have a localised visitor base, with residents from Deri, Bargoed and Fochriw using the leisure centre, but few from Aberbargoed or New Tredegar.

Table 7 also indicates those leisure centres that are within 500m of a bus stop, or 1000m of a train station and shows that only two facilities are located within close proximity of both a bus and a train station. This data is provided by market segmentation and our smartcard system.

		Leisure Centres (grouped by strategy area)										
		Heads of the Valley			Northern Connections				Southern Connections			
		Heolddu	New Tredegar	Rhymney	Cefn Fforest	Newbridge	Pontllanfraith	Sue Noake	Bedwas	Caerphilly	Risca	St Cenydd
Bus (500m)		✓		✓	✓	✓	✓	✓	✓			✓
Train (1000m)			✓			✓		✓				

Table 7: Showing leisure centres within 500m of bus station, and 1000m from train station

Observations by Strategy Area: HOVRA

- The dispersed location of settlements (and provision) in this area means that residents have to travel further to access leisure facilities;
- Heolddu and Rhymney are served by hourly bus routes, whilst New Tredegar is within close proximity to a train station;
- Heolddu attracts residents from other settlements, however the sphere of influence from New Tredegar Leisure Centre and Rhymney High School is more confined.

Observations by Strategy Area: NCC

- More prevalent public transport connectivity exists across the NCC, as evidenced by Map 7;
- All leisure centres are within close proximity of a number of bus routes that are well served (at least half an hour or more);
- Sue Noake Leisure Centre is well located, however its limited availability and limited facilities means that the centre is not being used to its maximum potential;
- People that live as far away as Pontypool and Abersychan use Newbridge Leisure Centre.

Observations by Strategy Area: SCC

- Caerphilly Leisure Centre is poorly located (in terms of proximity to transport links). Even though it has a large sphere of influence over the surrounding area, it is situated 700 meters away from the nearest bus stop;
- Bedwas and St Cenydd Leisure Centres are located in close proximity of public transport stops, however these centres have limited opening hours;
- Risca Leisure Centre is located outside of the town centre, and has limited public transport;
- Risca Leisure Centre has a wide sphere of influence attracting a considerable number of visitors from the adjacent county borough.

Summary of measure (d) - Access and Travel

The following leisure centres have poor public transport access and have a small sphere of influence:

- Bedwas Leisure Centre;
- Cefn Fforest Leisure Centre; and
- New Tredegar.

The facility performing well in this measure is:

- Newbridge Leisure Centre

(e) School and Leisure proposals

There are 11 leisure centres within the county borough. Seven of these facilities are on, or adjacent to schools and operate a joint use policy with their respective school. There are only three leisure centres that are not dual use with schools, these are:

- Caerphilly Leisure Centre;
- Cefn Fforest Leisure Centre; and
- New Tredegar Leisure Centre.

The School Rationalisation Programme has the potential therefore to have a direct impact on leisure centre facilities in the county borough. There is a need for a holistic approach to provision on school sites. Schools through PFI arrangements should not restrict use to residents.

21st Century Schools

The 21st Century Schools Programme aims to create a generation of high quality learning environment schools that also provide a sustainable education system. Within the county borough an integral part of achieving this objective is through the implementation of an ambitious schools rationalisation programme.

A major consultation exercise is currently underway to seek views on 'Phase 1' of the council's Secondary Rationalisation Programme which relates to the Islwyn West region.

Phase 1 will focus on Blackwood, Oakdale and Pontllanfraith Comprehensive Schools. Under the proposals, a new school will replace Oakdale and Pontllanfraith so that Islwyn West will then be served by Blackwood and the new school. The Council has secured funding of £20 million to deliver this exciting project which will include a review of catchment areas. Consideration will need to be given to the consequences of the relocation of Pontllanfraith School in terms of the type of leisure facilities being provided as part of the new school and also what impact that will have on the future use of Pontllanfraith Leisure Centre.

The Schools Rationalisation Programme has also identified the need to allocate a site for the development of a new English medium

school in the HOVRA. The opportunity exists to consider the development of a new leisure centre in tandem with any new school provision. Ideally such new provision should be located to serve the residents within the catchment area of the Principal Town of Bargoed and complement the new facilities being developed through the regeneration of the town. Consideration should be given to locating new Leisure and Education Provision on the Aberbargoed Plateau Site as part of the first review of the LDP.

In addition, a new Welsh medium education facility in Caerphilly was established in Autumn 2013. An opportunity exists to provide a new leisure centre to complement this new school provision at St Ilan. This would serve to modernise the leisure facilities in the Caerphilly Basin and also provide the school with facilities that will be needed to meet the national curriculum. In turn this would release an existing leisure centre site in the Caerphilly Basin for an alternative use.

Summary of measure (e) - School and Leisure Proposals

The school rationalisation process in the county borough potentially affects the following leisure centres:

- Rhymney High School;
- Sue Noake Leisure Centre;
- Pontllanfraith Leisure Centre;
- Newbridge Leisure Centre;
- St Cenydd Leisure Centre;
- Bedwas Leisure Centre; and
- Risca Leisure Centre.

An opportunity exists to expand and enhance leisure facilities at St Ilans School in Caerphilly and the potential for new facilities on Aberbargoed Plateau should be explored.

(f) Housing developments across the county borough

The LDP ensures that sufficient residential land is available to meet the future needs of communities for both market and affordable housing and makes for provision of up to 10,269 new dwellings up to 2021. Since 2006 approximately 3,000 of these new dwellings have been provided distributed across the county borough.

This new development has the potential to increase pressure on existing community infrastructure such as transportation networks, schools, lifelong learning facilities and leisure facilities. The provision of adequate infrastructure and services is crucial for the environmental, social and economic sustainability of the county borough.

The Council plays a major role in the provision and management of leisure facilities throughout the county borough. It is therefore important to ensure that facilities are located in areas that can be accessed easily by public transport by all sectors of the resident population of the county borough. In this context the Principal Towns of Bargoed, Blackwood, Ystrad Mynach, Caerphilly and Risca/Pontymister are the key locations for such provision to be made, as these are key centres of population and the areas that service the population of the county borough in terms of employment, public services and shopping.

In some parts of the county borough, such as the more densely populated areas of Greater Blackwood (NCC) and Caerphilly Basin (SCC), the pressure on existing leisure facilities is already significant and new development will exacerbate this situation further.

Summary of measure (f) - *Housing developments*

The Principal Towns of Bargoed, Blackwood, Ystrad Mynach, Caerphilly and Risca/Pontymister are key settlements where housing growth is more sustainable.

The following Leisure Centres are located in or within close proximity to Principal Towns:

- Caerphilly Leisure Centre;
- Pontllanfraith Leisure Centre;
- Cefn Fforest; and
- Sue Noake Leisure Centre.

The facilities in the SCC will face further pressure from increased housing growth. Given the condition of Caerphilly Leisure Centre, improvements to this facility are urgently required.

g) Equalities and Welsh Language issues

The review of leisure facilities gives the Council the potential to widen access and reduce inequalities in sport and physical activity for underrepresented individuals, groups and communities in the county borough.

Any future development of leisure facilities must take into account the Council's statutory duties under Equalities and Welsh Language legislation, continuing and building on current best practice.

These requirements range from providing fully accessible facilities in physical terms (for disabled people and people of all ages with mobility issues) to fully bilingual signage and the ability to provide services in English and Welsh and where requested, other languages and formats.

The Centre for Sporting Excellence in Ystrad Mynach is a model of best practice, linking the ongoing work of Leisure Services to the Council's Strategic Equality Objectives 3 and 4 (Physical Access and Communications Access) and the UK wide "Equality Standard - A Framework for Sport".

Summary of measure (g) - Other Considerations

The new sporting facilities in Ystrad Mynach need to be exploited as a potential catalyst for improving facilities on offer within the Principal Town.

(h) Other Considerations*Centre of Sporting Excellence in Ystrad Mynach*

The Centre for Sporting Excellence in Ystrad Mynach is currently being completed and will help capitalise on recent high profile developments in the Principal Town Centre. The Centre includes the creation of two 3rd Generation (3G) artificial playing surfaces to support both football & rugby, supported by an exceptional level of infrastructure. The pitches/lighting/stands/terracing and car parking are constructed to the highest standards and meet the exacting requirements of the sport's governing bodies. The facility will provide many of the training requirements of elite sportsmen and women in one single venue, a sporting first for the county borough.

An opportunity now exists to explore opportunities in, and around Ystrad Mynach, to provide complementary facilities for the Centre and which serve to raise the profile of Ystrad Mynach as a Sports & Leisure Hub. This could be achieved through the expansion of facilities provided at Sue Noake Leisure Centre.

6) Key Findings

In light of the analysis undertaken through this review, a number of Key Findings are highlighted in respect of Leisure Centre Provision across the three Strategy Areas. They are as follows:

Key Findings for HOVRA

- The dispersed location of settlements (and leisure centre provision) in this area means that residents have to travel further to access leisure facilities;
- The HOVRA has no leisure centre facilities in good condition;
- There is very little scope to upgrade existing provision due to locational constraints;
- Both New Tredegar and Heolddu Leisure Centres are ranked 10th and 9th (out of 12) for overall performance in the weighting and scoring matrix used in Appendix 3.
- New Tredegar Leisure Centre attracts the highest level of net cost per user at £7.33;
- New Tredegar Leisure Centre attracts the least visitors at approximately 9000 people per annum;
- There is a need to reduce the net cost to user for centres in the HOVRA;
- There is an above average latent demand for swimming facilities in the HOVRA;
- There is an above average demand for fitness facilities and indoor games; and
- The strategic leisure infrastructure in the HOVRA is dated.

Key Findings for the NCC

- The clustered nature of settlements (and leisure centre provision) in this area means that residents do not have to travel far to access leisure facilities;

- The only leisure centre in the NCC in good condition is Cefn Fforest;
- There is a general need to reduce the net cost to user for centres in the NCC;
- There is little scope to upgrade existing provisions in the NCC due to locational constraints.
- Newbridge has a very low net cost per user, at £1.41 whereas Cefn Fforest attracts the highest level of net costs per user;
- Sue Noake Leisure Centre attracts the least visitor numbers. This is because it only provides a sports hall and pitch facilities. Extending the provision on offer would enhance this facility;
- Looking solely at those centres that provide fitness suite facilities, Pontllanfraith Leisure Centre attracts the least number of visitors in the NCC;
- Newbridge Leisure Centre is the best performing centre in the County Borough according to the weighting and scoring matrix, however as inferred above, it is constrained by its location;
- There is an above average latent demand for swimming and fitness facilities to the west of the NCC, and additional fitness facilities are required to the east; and
- The strategic leisure infrastructure in the NCC is dated.

Key findings for the SCC

- In the Caerphilly Basin, Bedwas and St Cenydd Leisure Centres are both in good condition, however these have limited opening hours and limited facilities;
- Caerphilly leisure centre is the third best ranking leisure centre in the County borough according to the weighting and scoring system used in Appendix 3. However, is in poor condition and is in urgent need of significant improvement or replacement;

- The swimming facility at Bedwas Leisure Centre has limited opening times and is costly to run and maintain;
- The leisure centre at St Cenydd School is providing good value for money, and is attracting a reasonable number of visitors per annum;
- The centre at St Cenydd readily serves residents of the Aber Valley and Penyrheol;
- There is an above average latent demand for swimming, fitness facilities and indoor sports in the Caerphilly basin;
- Risca Leisure Centre performs well in this study and using the weighting and scoring system, is the boroughs second best leisure centre;
- There is an above average demand for indoor games, football and swimming in the Islwyn Valley; and
- The strategic leisure infrastructure in the SCC is dated.

7) Recommendations

This review has considered the: condition, provision, cost, demand and usage, accessibility and future provision for Leisure Centre facilities within Caerphilly County Borough. Following on from the information collated in the report and the data contained in the appendices, the following recommendations are advised.

R1: There is a need to significantly improve the strategic leisure infrastructure in the Heads of the Valleys Regeneration Area.

This new centre should provide suitable leisure and fitness facilities to cater for the residents in the HOVRA, as well as those in the NCC, and the centre should be well located near to existing or proposed public transport networks. There is therefore a need to allocate suitable land for a new leisure centre through the review of the LDP on or near the HOVRA/NCC western boundary. This site could then serve both the HOVRA & NCC areas.

R2: There is a need to identify opportunities to expand the leisure facilities available at Newbridge.

Newbridge is the best performing leisure centre across the county borough. However, it is physically constrained and in time, the quality and provision of facilities will struggle to meet future demand. There is therefore a need to undertake further work specifically in respect of Newbridge to determine if there are any opportunities to work with the school and the rugby club to share facilities, reconfigure car parking and redesign the whole area to maximise the space available at this complex of uses.

R3: Rhymney Leisure Centre should be transferred to the school to run.

Rhymney Leisure Centre performs an important leisure function in the HOVRA in terms of providing facilities for school use. However it is the worst performing centre in the county borough as demonstrated by the scoring matrix and is therefore not sustainable for general use.

R4: There is a need to significantly improve the strategic leisure infrastructure in the Northern Connections Corridor

Only Newbridge Leisure Centre in the NCC performs well. Cefn Fforest, Pontllanfraith and Sue Noake Leisure Centres finish in 6th, 7th and 8th respectively in the weighting and scoring analysis. All sites are constrained by their neighbouring uses.

There is a need to provide a facility (in addition to the Newbridge Centre) to serve the NCC area. In this regard R1 (above) needs to be considered in conjunction with this recommendation as a facility located on the correct site could jointly serve the HOVRA and western NCC area therefore satisfying recommendations 1 (R1) & 4 (R4).

R5: There is a need to significantly improve the strategic leisure infrastructure in the Southern Connections Corridor,

specifically Caerphilly Basin through the provision of a replacement leisure centre.

There is an urgent need to provide new facilities in the Caerphilly Basin. The existing Caerphilly Leisure Centre is well used, however the facility is dated and in need of replacement or significant improvement. Given the demand for swimming in this area any new facility will need to incorporate a new pool. Further, given the demand for facilities in Caerphilly Basin generally, any new provision should not have opening hour limitations during the working day.

R6: Bedwas Leisure Centre should be transferred to Bedwas High School.

Bedwas Leisure Centre provides an important facility for the adjacent High School. However the cost of running Bedwas Leisure Centre coupled with its limited opening hours means that it is not sustainable to maintain the existing arrangements.

R7: Opportunities to improve further the condition of the Risca Leisure Centre should be explored.

Risca is performing well and should be maintained. The building would benefit from more investment and this should continue into the future.

Appendix 1: SWOT Analysis of Current Leisure Centres

1) Bedwas Leisure Centre

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Facilities fit for purpose ⇒ Site well served by public transport links. ⇒ ATP on site ⇒ Dedicated disability changing room 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Site constrained by surrounding neighbouring uses ⇒ Site design poor and aging ⇒ Parking issues ⇒ Relatively expensive to run ⇒ Low usage ⇒ Limited opening hours (after school only)
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ There could be scope for enhancement of facilities should the neighbouring school vacate. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Schools Rationalisation programme may change provision requirements ⇒ Funding to realise potential of site may be hampered. ⇒ Breakdown in communication with adjacent school

2) Caerphilly Leisure Centre

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Purpose built unit ⇒ Many leisure facilities located on site including pool, dance studio, health suite, sports hall, squash courts and fitness suite. ⇒ Well utilised ⇒ Dedicated learner pool 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Overall site in poor condition and is not cost effective to repair – relocation required. ⇒ High maintenance costs ⇒ Centre is dated ⇒ Located more than 500m from bus stop. ⇒ Building may not be fit for purpose if maintenance issues continue to increase.
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ Through redevelopment, there is the chance to create leisure facilities fit for purpose. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Funding to realise potential of site may be hampered.

3) Cefn Fforest Leisure Centre

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Bus routes run every 20 minutes ⇒ Recently refurbished ⇒ Generally fit for purpose ⇒ Site provides a dedicated learning pool as well as swimming pool 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Site constrained by surrounding neighbouring uses ⇒ Site provides only a small fitness suite, with changing facilities shared with the swimming pool. ⇒ Relatively expensive to run.
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ Planned improvements to learner pool. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Continued maintenance required to ensure facility remains suitable. ⇒ Site not able to expand to meet future demands.

4) Heolddu Leisure Centre

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Well utilised site ⇒ Has many generic leisure facilities including swimming pool, fitness suite, health spa and sports hall. ⇒ 3G Floodlight pitch 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ In poor location, away from town centre, poorly serviced by public transport ⇒ Site constrained by design layout ⇒ Layout impedes service delivery ⇒ Lack of parking school hours ⇒ Relatively expensive to run
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ If funding found to upgrade facilities, there is scope to redesign the building layout and address car parking issues. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Major investment required to address conditions long term ⇒ Schools Rationalisation programme may change provisions

5) *Newbridge Leisure Centre*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Facilities fit for purpose ⇒ High usage ⇒ Relatively inexpensive to run ⇒ Site provides wide range of leisure facilities including 3G, swimming pool, fitness suite, sports hall and squash courts. ⇒ Site well located by public transport links. ⇒ Recently refurbished 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Site constrained by surrounding neighbouring uses ⇒ Site design poor ⇒ Parking issues ⇒ Centre is dated ⇒ 3G pitch is not full sized
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ There is scope to incorporate neighbouring uses (such as Newbridge RFC) into the leisure centre, expanding the amount of land available. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Schools Rationalisation programme may change provision requirements ⇒ Funding to realise potential of site may be hampered. ⇒ Breakdown in communication with adjacent school

7) *Pontllanfraith Leisure Centre*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Fitness facilities still fit for purpose ⇒ Site well linked to bus routes ⇒ 3G ATP 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Site constrained by surrounding neighbouring uses ⇒ Only limited leisure facilities on offer ⇒ Centre is dated ⇒ Access improvements required on site. ⇒ Site relatively expensive to run
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ There could be scope for enhancement of facilities should the neighbouring school vacate. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Continued maintenance required to ensure facility remains suitable. ⇒ Schools Rationalisation programme may change provisions ⇒ Breakdown in communication with adjacent school

6) *New Tredegar Leisure Centre*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Suitable for current service delivery ⇒ Building in reasonable condition ⇒ Indoor 3G facility 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Opening hours limited ⇒ Currently under utilised ⇒ Bus every 1 hour ⇒ Train every 1 hour
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ May be scope to expand current leisure provisions on first floor ⇒ There may be scope to extend car park 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Costly to run ⇒ Planned maintenance required.

8) *Rhymney High School*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Low cost to run 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Opening hours limited ⇒ Bookings through Heolddu Leisure Centre only ⇒ Only provision is a Sports Hall. ⇒ Bus every 1 hour
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ May be scope to expand current leisure provisions 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Schools Rationalisation programme may change provisions ⇒ No condition survey

9) *Risca Leisure Centre*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Co-located with school ⇒ Low cost to run ⇒ Dedicated disability changing room ⇒ ATP, 3G and grass pitches ⇒ Suitable for current use ⇒ Well utilised facility ⇒ Lift 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Poorly located- only 1 bus route that runs regularly ⇒ Lack of sufficient toilet facilities ⇒ Poor reception access.
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ May be scope to expand current leisure provisions 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Schools Rationalisation programme may change provision requirements ⇒ Breakdown in communication with adjacent school

11) *Sue Noake Leisure Centre*

<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Well located in town centre that has bus and transport links ⇒ Shared use with Lewis Girls' School ⇒ Relatively inexpensive to run 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Site constrained by surrounding neighbouring uses ⇒ Only limited leisure facilities on offer ⇒ Building requires additional maintenance that may prove costly ⇒ Provision is under utilised. ⇒ Limited opening hours
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ There is potential to improve facilities by reconfiguring classroom use, however this is closely aligned with future school needs. ⇒ There is scope to increase the provisions on offer with the addition of a fitness suite. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Continued maintenance required to ensure facility remains suitable. ⇒ Schools Rationalisation programme may change provisions ⇒ Breakdown in communication with adjacent school

10) *St Cenydd Leisure Centre*

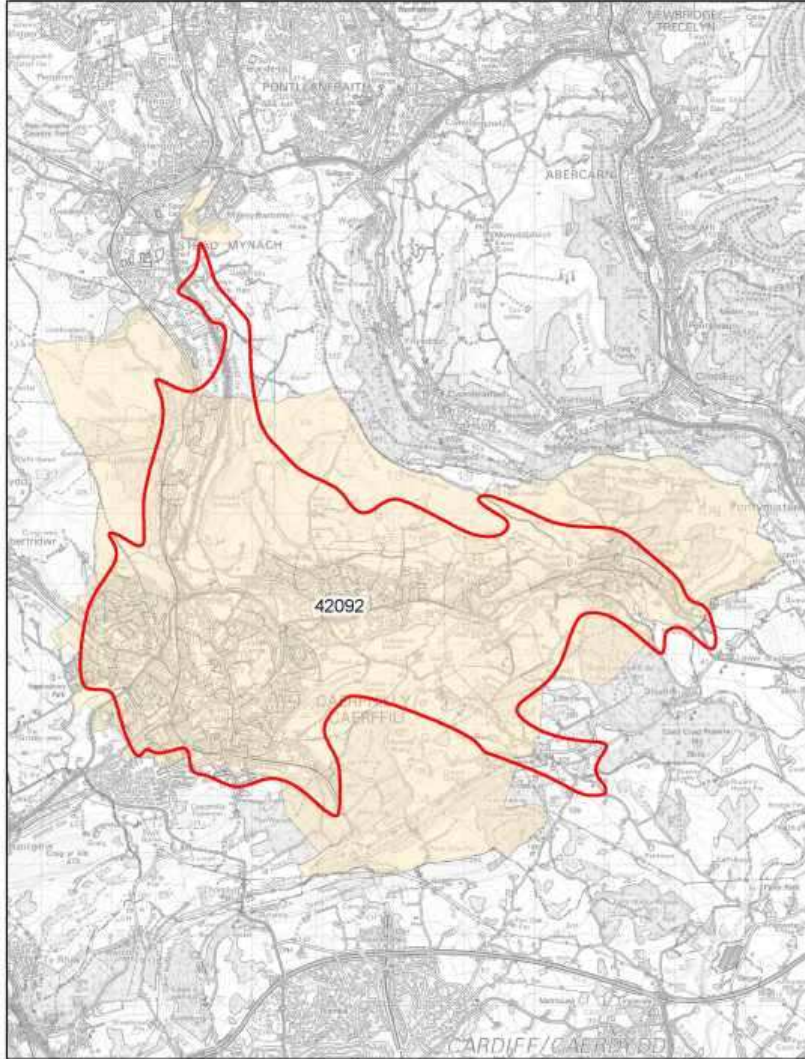
<p>Strengths</p> <ul style="list-style-type: none"> ⇒ Purpose built unit ⇒ Co-located with school ⇒ Well utilised ⇒ Site in good condition ⇒ Site is suitable for current delivery ⇒ Site accessible by public transport ⇒ Lift facility to first floor ⇒ Relatively new facility 	<p>Weaknesses</p> <ul style="list-style-type: none"> ⇒ Limited opening hours ⇒ Larger fitness suite and smaller dance studio would be desirable
<p>Opportunities</p> <ul style="list-style-type: none"> ⇒ There is potential to improve facilities by reconfiguring classroom use, however this is closely aligned with future school needs. ⇒ Opportunity to develop the unused red gra into a 3G pitch. 	<p>Threats</p> <ul style="list-style-type: none"> ⇒ Schools Rationalisation programme may change provision requirements ⇒ Breakdown in communication with adjacent school

Appendix 2: Weighting and Scoring Matrix of facilities

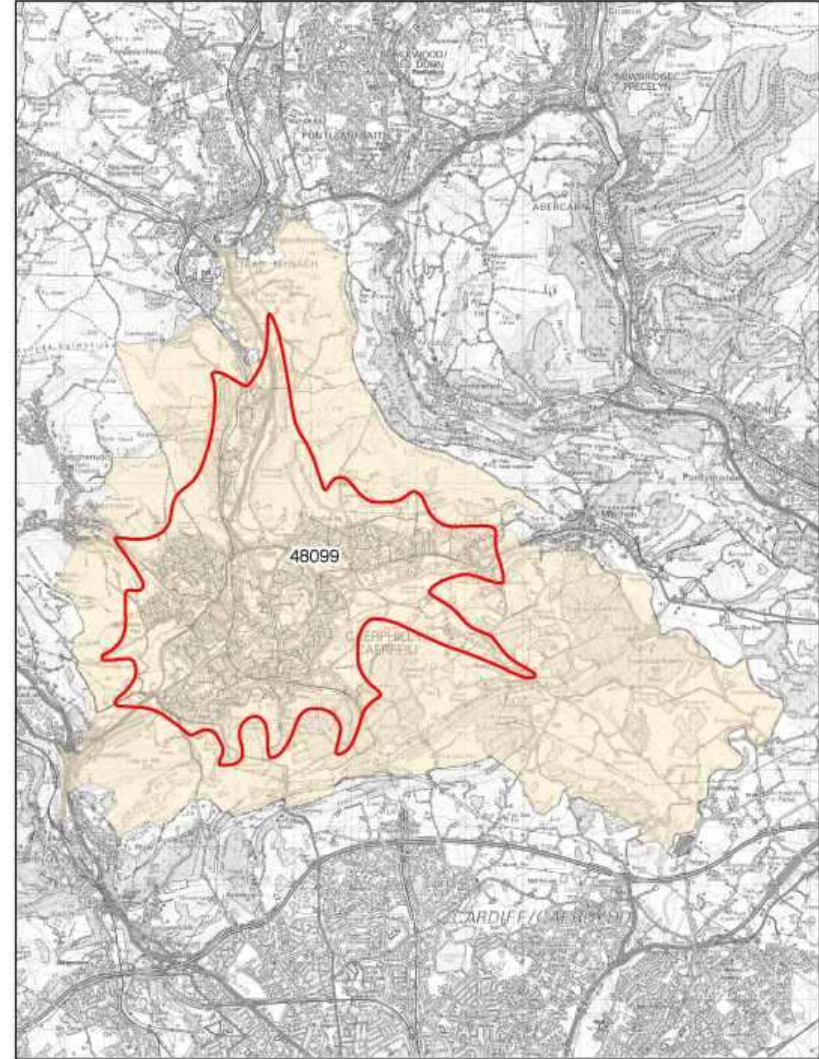
	Weighting gauge	Bedwas	Caerphilly	Cefn Fforest	Heolddu	Pontllan-fraith	Newbridge	Sue Noake	Risca	St Cenydd	New Tredegar	Rhymney
1) Fitness Suite Facilities												
Fitness Suite Cardio	Yes = 1, No = 0	0	1	1	1	1	1	0	1	1	1	0
Lifespan of cardio facilities left	5 years plus = 1, under 5 = 0	0	1	1	1	1	0	0	1	0	0	0
Fitness Suite Resistance	Yes = 1, No = 0	0	1	1	1	1	0	0	1	1	1	0
Lifespan of resistance facilities left	5 years plus = 1, under 5 = 0	0	1	1	0	0	1	0	1	0	0	0
Spin Room	Yes = 1, No = 0	0	1	0	0	0	0	0	1	0	0	0
Squash Court	Yes = 1, No = 0	0	1	0	1	1	1	0	0	0	0	0
Sports Hall	Yes = 1, No = 0	0	1	0	1	1	1	1	1	1	1	1
Dance Studio 1	Yes = 1, No = 0	1	1	0	1	1	0	0	1	1	1	0
Dance Studio 2	Yes = 1, No = 0	0	1	0	0	0	0	0	1	0	0	0
Dance Studio 3	Yes = 1, No = 0	0	1	0	0	0	0	0	0	0	0	0
Gymnasium	Yes = 1, No = 0	0	0	0	0	0	0	0	0	1	0	0
Showers Male 2>=1	Greater than 2= 1, lower = 0	0	1	0	0	1	0	1	1	1	1	0
Showers Female 2>=1	Greater than 2= 1, lower = 0	0	1	0	0	1	0	1	1	1	1	0
Showers Disabled 2>=1	Greater than 2= 1, lower = 0	0	0	0	0	1	0	0	1	1	1	0
3G Pitch?	Yes = 10, No = 0	0	0	0	10	0	10	0	10	0	10	0
ATP?	Yes = 10, No = 0	10	0	0	0	10	0	10	10	10	0	10
2) Pool Facilities												
Pool 25m Lanes	Yes = 1, No = 0	0	1	1	1	0	1	0	1	0	0	0
Learner Pool	Yes = 1, No = 0	1	1	1	0	0	1	0	1	0	0	0
Fun	Yes = 1, No = 0	0	0	0	0	0	1	0	0	0	0	0
Sauna	Yes = 1, No = 0	0	1	1	1	0	0	0	1	0	0	0
Steam Room	Yes = 1, No = 0	0	1	1	0	0	0	0	1	0	0	0
Relaxation Room	Yes = 1, No = 0	0	1	1	1	0	0	0	1	0	0	0
Other considerations												
3) Overall Condition (sustainability, suitability & sufficiency)	Good = 50, Satisfactory = 25, Poor = 0	50	0	50	0	25	25	25	25	50	25	0
4a) Useage	Number of visitors p.a. - 0-50k = 0, 50k - 100k = 5, 100k-150k = 10, 150k-200k = 20, 200k-250k = 30, 250k-300k = 40, 300k-350k = 50	5	50	5	10	5	50	0	30	5	0	0
4b) Demand - Class	% Usage (0% = 0 pt, 1-25% = 1 pt, 26 - 50% = 3pts, 51-75% = 5 pts, 76 - 100% = 10pts)	3	3	3	1	1	3	0	1	3	0	0
4b) Demand - Swimming Pool		10	10	10	10	0	10	0	10	0	0	0
4b) Demand - Sports Hall		0	3	0	5	5	10	10	10	5	5	0
Subsidy per user 2013/04	(<£2 = 30pts, <£3 = 20pts, <£4 = 15pts, <£5 = 10pts, <£6 = 5pt, +£6 = 0)	20	30	20	20	30	30	30	20	30	0	20
Travel	if 2 modes = 2, 1 mode = 1, 0 modes = 0	1	0	1	1	1	2	2	0	1	0	1
TOTAL		101	111	96	64	84	146	80	131	111	46	12
Ranking		5	3	6	9	7	1	8	2	3	10	11

Appendix 3: 10 Minute Drive Time Map

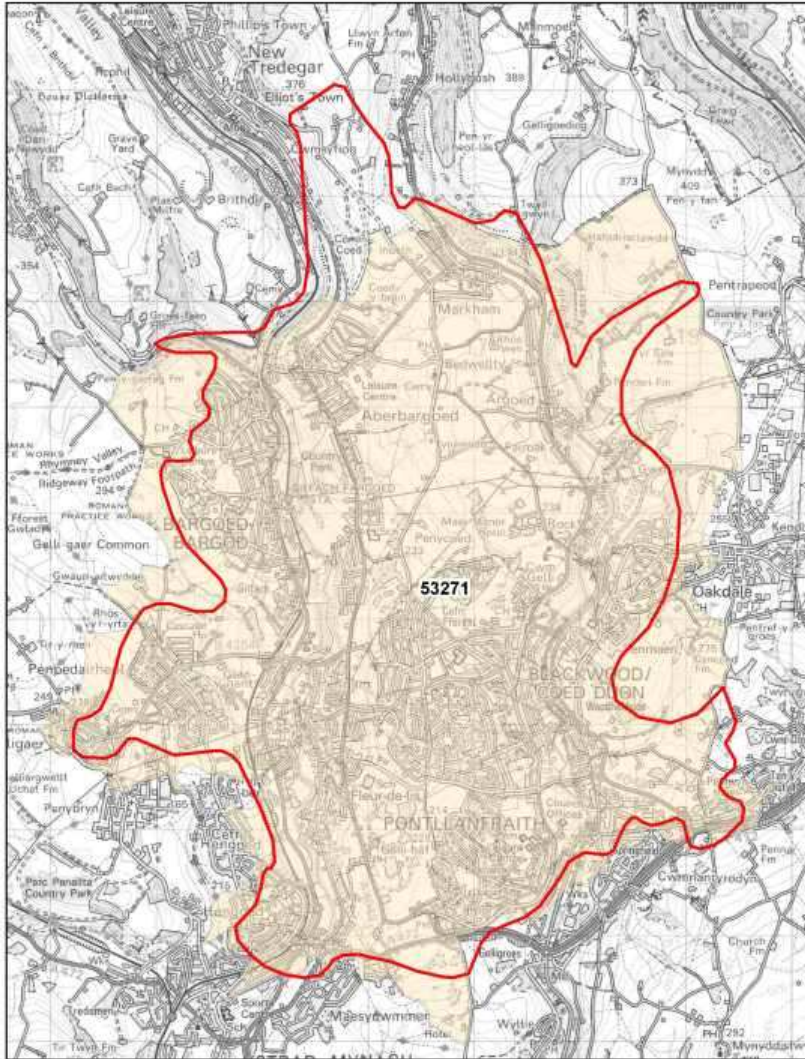
Bedwas
10 minute drive time



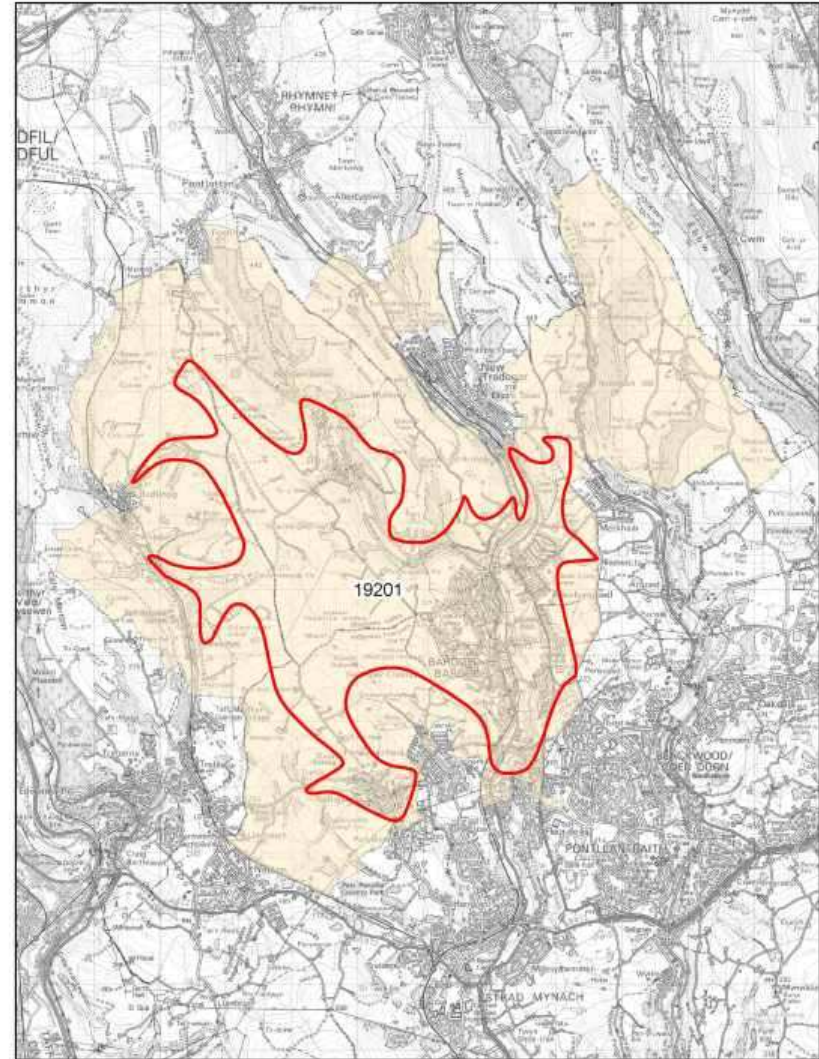
Caerphilly
10 minute drive time



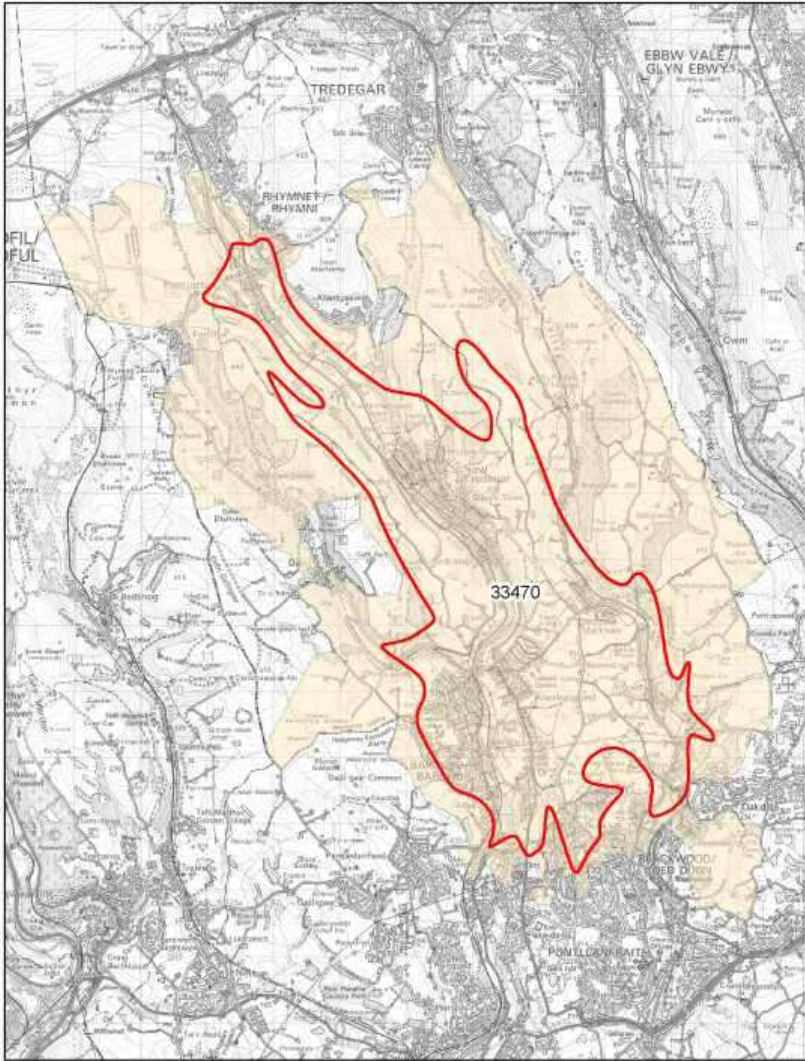
Cefn Fforest Leisure Centre
10 minute drive time



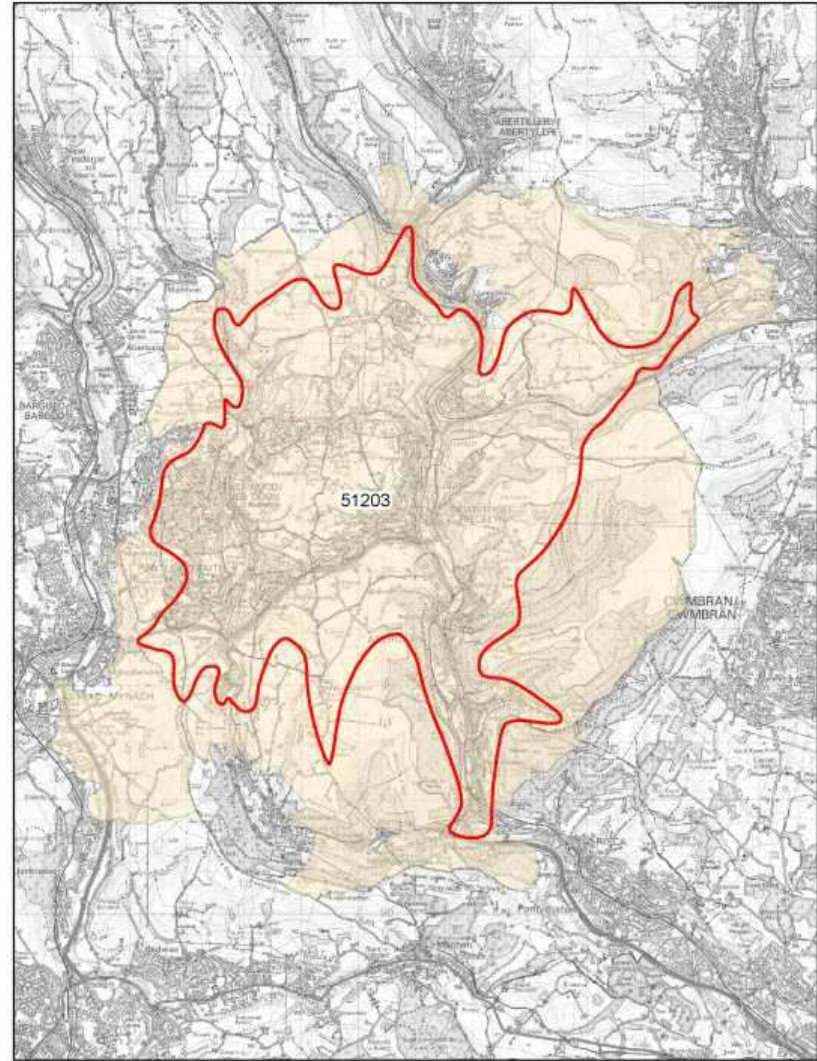
Heolddu
10 minute drive time



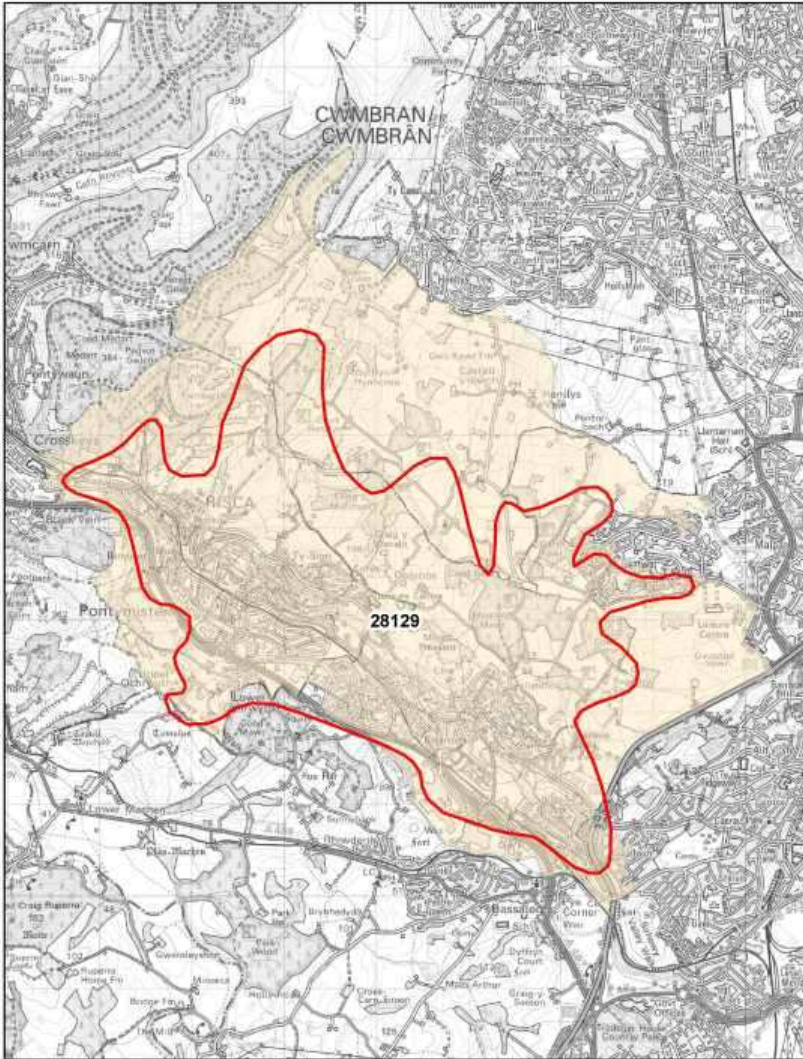
New Tredegar
10 minute drive time



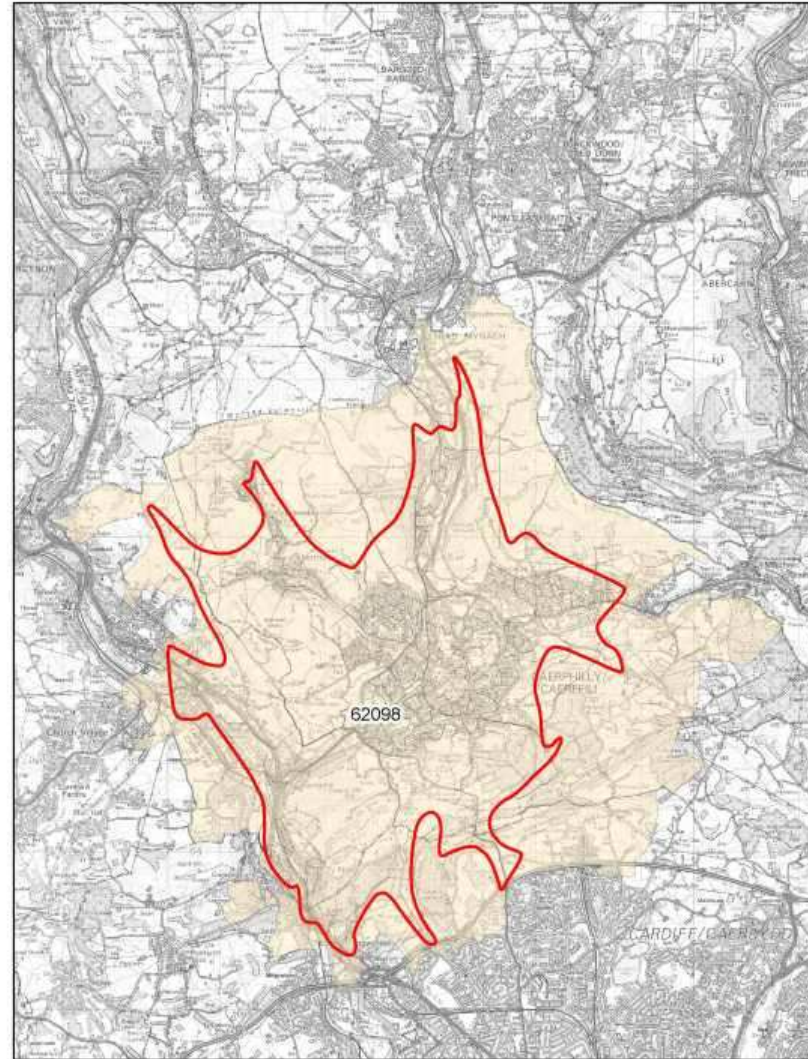
Newbridge
10 minute drive time



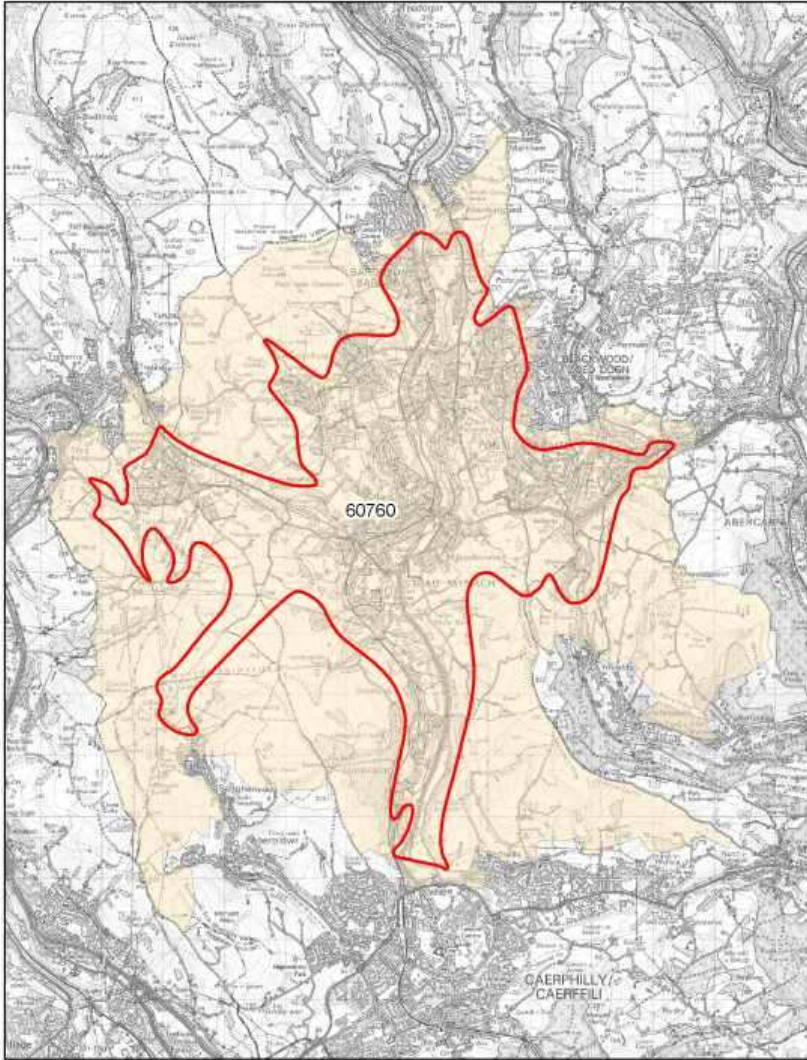
Risca Leisure Centre
10 minute drive time



St Cenydd
10 minute drive time



Sue Noakes
10 minute drive time



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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH OCTOBER 2014

SUBJECT: LEISURE CENTRES – MANAGEMENT OPTIONS

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To advise Scrutiny Committee of the advantages and disadvantages of various Leisure (Trust) models and in doing so highlight the key features of the various options for managing Leisure Centres.

2. SUMMARY

- 2.1 In recent years there has been an increase in the number of Local Authorities outsourcing their Leisure provision. This report draws on a variety of sources of research and evidence to provide members with an overview of the key features of the various management models and attempts to provide a balanced view of the key advantages and disadvantages of each model. Reference is made throughout the report to four models, all of which are various forms of Trust.

There are four management models that are most commonly used to deliver Leisure provision in Local Authorities:

- a) In House Management;
 - b) New, Not For Profit Distributing Organisation (NPDO) – Trust;
 - c) Existing (or hybrid) Not For Profit Distributing Organisation (NPDO) – Trust;
 - d) Private Sector.
- 2.2 While evidence suggests that no single management option provides better services, there are pros and cons for each model. The rationale and reasons for transferring to an external provider must be clear from the outset. The advice from industry experts emphasise that a NPDO (Trust) should not be set up simply for financial reasons or as a short-term financial expedient.
- 2.3 The report highlights the benefit of members having direct control of an in-house model; however, there are also benefits to transferring risk when outsourcing provision. Outsourcing can also provide financial benefits particularly through claiming National Non Domestic Rates (NDR) relief; however, evidence suggests that the focus on income generation can reduce the focus on improving outcomes for residents through increased participation, particularly amongst hard to reach groups. The report concludes that it is important to establish the reasons for any outsourcing approach, have clarity about desired outcomes and acceptance that any model must not be a quick saving solution but a long-term vision for improved provision to customers.

3. LINKS TO STRATEGY

- 3.1 Sport & Leisure Services contribute to delivering the Corporate Improvement Objective Four (IO4) and to the Single Integrated Plan. The service also plays a significant part in improving the health and wellbeing of our residents, improved educational outcomes and the regeneration of our communities.

4. THE REPORT

- 4.1 There has been a steady growth in the externalisation of Leisure Services by Local Authorities over the last 10 years, particularly in England but more recently in Wales.

- 4.2 This report explains the various management models that currently exist together with the advantages and disadvantages of each option.

- 4.3 In England 70% of Local Authorities have outsourced their Leisure services to private sector operators or transferred them to Leisure Trusts. In Wales only, Neath Port Talbot have a long standing trust, however, this pattern has changed in recent years with more Local Authorities outsourcing Leisure provision.

- 4.4 The report draws upon a range of research and evidence gained from those Local Authorities that have already externalised Leisure provision and the lessons learned from their approach.

- 4.5 There are many, often complicated options available to Local Authorities, however, this report focuses on the 4 main management models that are most commonly being delivered by Local Authorities:-

1. In House Management;
2. New, Not for Profit Distributing Organisation (NPDO) – Trust;
3. Existing NPDO – including Hybrid Trust;
4. Private Sector Management Contract.

- 4.6 The following briefly describes each of the management options and provides examples of current operators:

Option 1: In House – Direct operation by the Council e.g.: Caerphilly County Borough Council (CCBC).

Option 2: New, Not for Profit Distributing Organisations (NPDO) – A new NPDO is a Trust established specifically to operate Local Authority provision – e.g.: Torfaen, Blaenau Gwent, Merthyr.

Option 3: Existing or Hybrid NPDO - A NPDO is a Trust already established by a Leisure Management Contractor e.g.: Halo, Greenwich Leisure.

Option 4: Private Sector – Leisure Management Contractor without the NPDO structure – e.g.: Park wood Leisure, Leisure Connection.

- 4.7 The table at Appendix 1 describes the key features of each of the management options. Research from various independent organisations provides evidence that there are many pros and cons for each option. It is also evident that *“no single management option delivers the best overall value for money or consistently results in more investment or higher levels of participation and that no single management option provides better services”* - Audit Commission – June 2006.

- 4.8 Prior to considering externalising Leisure provision, it is essential to clearly establish the reasons for a Trust approach. Evidence suggests that a Trust should not be set up simply for financial reasons or as a short term financial expedient, “if you are only doing it to save money, you are lost” - Winckworth Sherwood - 2010 “Trust for Big Society”. Another consideration prior to outsourcing is to decide which other potential services could be in scope, for example, Arts, Youth Service, and Libraries.
- 4.9 The rationale and reasons for transferring to a Trust must be clear from the outset as the transfer can be irreversible, Denbighshire County Borough Council did regain the management of Leisure provision after the originally appointed Trust failed in its contract albeit at a cost to the Council. It also takes at least 9 months to register an initial set up cost to the Authority. One of the reasons given by many Local Authorities to outsource to NPDO is that Leisure is a discretionary service, not a corporate priority and is competing with statutory functions of the Council when it is making budget cuts. However, despite it’s discretionary nature, no Local Authority has withdrawn from providing Leisure services.
- 4.10 Crucially, it is important for members to consider the advantages and disadvantages of each option.
- 4.11 Members should note that the current in house model is an integral part of the Council, where members have direct control. Any Trust model potentially results in the Local Authority losing control as the NPDO model must be independent and there is a limit on the number of Local Authority Board nominees (Usually less than 20 %).
- 4.12 In the current financial climate transfer of risk can be a benefit if considering the NPDO option. There is little risk transfer with a new NPDO, at least initially; however, there is full risk transfer with existing NPDO or the Private Sector.
- 4.13 A major benefit of outsourcing to a NPDO would be through NNDR relief and tax advantages. All of the main Private Sector operators have now established hybrid not for profit structures to enable them to offer the financial benefits charitable trusts can deliver. A charitable trust generally receives 80% NNDR relief from Central Government, with the host Local Authority having the option to grant a further 20% discretionary relief. Only a small percentage of trusts put NNDR savings back into Leisure. (Caerphilly’s NNDR costs for its Leisure Centre portfolio are circa £370,000 in total).
- 4.14 Most Local Authorities appear to have set up Trusts primarily to make savings. In a number of cases Local Authorities have failed to set up strong arrangements to secure service improvements or establish a responsible approach to investment. The reduction of subsidies by most Councils has created further pressures for some Trusts. As a result Trusts, like Private Sector contractors, have then concentrated on profit making areas in order to establish financial stability, thus reducing their focus on participation.
- 4.15 Many Trusts rely on annually negotiated revenue grants. This has an impact on the ability to plan sensibly and develop strategies which require longer term investment. Work with hard to reach groups needs to be pursued over the longer term to ensure consistent and sustainable approaches to achieve measureable outcomes.
- 4.16 If a Local Authority decided externalisation was the preferred management option it is clear that the following key principles need to be considered. Clearly established reasons for the Trust approach, clarity about desired objectives and outcomes, consideration of the scope of services to be externalised, and finally and most importantly, accept that the trust approach is not a quick saving solution, it has to be a long term and positive relationship.
- 4.17 If having considered the advantages and disadvantages of outsourcing there was an appetite for externalisation, and then a full and thorough detailed option appraisal would need to be commissioned to explore the preferred model of delivery.

5. EQUALITIES IMPLICATIONS

- 5.1 Any externalisation is likely to have significant equality implications. These implications would need to be outlined in a further report should any of the alternative management options be considered favourable, as the implications vary considerably depending on which option is progressed.

6. FINANCIAL IMPLICATIONS

- 6.1 The cost of delivering any of the potential management options would have to be outlined in a full business case.

7. PERSONNEL IMPLICATIONS

- 7.1 There are obvious complicated personnel implications associated with any externalisation model. While TUPE applies to staff transferring to a Trust, both pre and post transfer can be an unsettling time for staff. In all cases, any decision will be in accordance with the Authority's HR policies and procedures.

8. CONCLUSIONS

- 8.1 The report presents an overview of the key features of the various management models for Leisure provision, and draws on research, evidence and learning to present a balance of the advantages and disadvantages of these management options. The report also highlights that the externalisation process is complex and the need to clearly establish the reasons why an alternative model should be considered prior to any detailed options appraisal.

9. CONSULTATIONS

- 9.1 The report reflects the views of the listed consultees.

10. RECOMMENDATIONS

- 10.1 The Scrutiny Committee is asked to note the content of the report.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To provide members with an overview of the advantages and disadvantages of various Leisure (Trust) models options and in so doing highlight the key features of the various options for managing Leisure Centres.

12. STATUTORY POWER

- 12.1 Local Government Acts.

Author: David Phenis, Sport & Leisure Services Manager, phenidh@caerphilly.gov.uk
Consultees: Sandra Aspinall, Acting Deputy Chief Executive;
Cllr. David Poole, Cabinet Member for Community & Leisure Services;
Mark. S Williams, Head of Community & Leisure Services;
David A. Thomas, Senior Policy Officer (Equalities & Welsh Language)
Cllr. Tudor Davies, Chairman, Regeneration & Environment Scrutiny Committee

Gail Williams, Monitoring Officer/ Principal Solicitor,
John Elliot, Senior Research Officer

Appendices:

Appendix 1 Management Options – Key Features

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APPENDIX 1

Management Options – Key Features

Area	In House	New NPDO	Existing NPDO/Hybrid Trust	Private Sector
Governance	<ul style="list-style-type: none"> • Part of Council 	<ul style="list-style-type: none"> • A Company Limited by Guarantee • Independent Board of Directors (less than 20% Council). • A charity 	<ul style="list-style-type: none"> • A separate company (charitable structure in place) • Board are unlikely to be local people • No Council representation 	<ul style="list-style-type: none"> • Corporate Entity – distribute profit • No Council Representation
Council Control	<ul style="list-style-type: none"> • Direct control 	<ul style="list-style-type: none"> • Lease of the buildings • Management Agreement includes service standards and development plan with associated management fee paid by Council 		
Service Delivery	<ul style="list-style-type: none"> • Council fully responsible • operational risk 	<ul style="list-style-type: none"> • Council specifies prices, outcomes and service quality through specification and contract • Operational risk sits with Partner 		

Management Options – Key Features

Area	In House	New NPDO	Existing NPDO/Hybrid Trust	Private Sector
Staffing	<ul style="list-style-type: none"> • Directly employed (Council terms and conditions) • Council - pension deficit 	<ul style="list-style-type: none"> • Partner employs staff, after an initial TUPE transfer, including pension. • Pension to be admitted body status or similar. • Council – pension deficit liability. 		
Support Services	<ul style="list-style-type: none"> • Council determines level of support services • No savings from Central Support 	<ul style="list-style-type: none"> • NPDO decides on support services • services from Council through SLA • Savings in the central support services 	<ul style="list-style-type: none"> • Existing NPDO will have their own central support services – thus no option for continued provision by Council 	<ul style="list-style-type: none"> • Partner will have their own central support services – thus no option for continued provision by Council



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 28TH OCTOBER 2014

SUBJECT: BUDGET MONITORING AND TRADING ACCOUNT REPORT 2014/2015

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To inform Members of the most recent budget monitoring position for 2014/2015 for Environment Directorate service divisions, including Regeneration, Planning & Economic Development Division, Engineering Division, Public Protection Division and Community & Leisure Services Division. The report also outlines the latest trading position for the Direct Labour and Direct Service Organisations (DLO/DSO's), including Network Contracting Services (NCS), Building Cleaning DSO and Fleet Management & Vehicle Maintenance DSO.

2. SUMMARY

- 2.1 The report summarises the most recent budget monitoring projections for 2014/2015 based on the latest available financial information, including likely budget outturn variations and the latest trading results for the DLO/DSO trading accounts.
- 2.2 It attaches, as appendices the more detailed budget monitoring figures for each of the Council Fund Services outlined in paragraph 1.1 above.

3. LINKS TO STRATEGY

- 3.1 The content of the report is in accordance with the budget strategy considered by the Council at its meeting of 26th February 2014.
- 3.2 The budget figures outlined in this report assist in meeting the ambition of the Authority to build better communities by building better public services, building better lifestyles, building a vibrant economy and building Futures Changing Lives.
- 3.3 Budget and trading account monitoring and management information itself is in accordance with the corporate theme of delivering the Strategies.

4. THE REPORT

4.1 INTRODUCTION

- 4.1.1 The report outlines the revenue budget position for each of the service divisions that form part of the Environment Directorate based on the most current financial information available. Projected outturn figures for the financial year are compared with the budget to show the anticipated under/overspends. More detailed budget monitoring figures are shown in the

appendices'. The report also outlines the latest trading position for the Environment DLO/DSO's.

- 4.1.2 It should be noted that the budget report to Council on 26th February 2014 detailed the need to apply further budget efficiency savings in 2014/2015 to meet medium term financial plan (MFTP) targets and achieve budget strategy aims. Environment Directorate services were targeted to achieve new budget efficiency savings of £2.7million (appendix 2). The savings targets were detailed in the budget report to Regeneration and Environment Scrutiny Committee on the 1st July 2014, some applied to Direct Labour and Direct Service Organisations (DLO/DSO's) as contract efficiency savings.
- 4.1.3 As noted above, budget details for 2014/2015, including budget efficiency savings, were reported to and considered by the Regeneration and Environment Scrutiny on 1st July 2014.
- 4.1.4 The table below summarises the present budget monitoring position, with an overall Directorate under spend **exclusive** of ring fenced budgets of £451k. Appendices 1a to 1d provide more detail on the budget variation projections for each Service Division.

	ORIGINAL ESTIMATE 2014/2015	REVISED ESTIMATE 2014/2015	ANTICIPATED OUTTURN 2014/2015	ANTICIPATED VARIANCE 2014/2015 Under (Over)
	£000	£000	£000	£000
Regeneration, Planning & Economic Development Division	4,932	5,012	4,669	343
Engineering Services Division	21,304	21,404	21,484	(80)
Public Protection Division	7,269	7,279	7,124	155
Community & Leisure Services Division	20,152	20,214	19,836	378
Directorate General	(197)	(197)	0	(197)
DLO/DSO's	68	68	(12)	80
NET DIRECTORATE	53,528	53,780	53,101	679
Home to School Transport - ring fenced under spend				17
Social Services Transport – ring fenced overspend				(92)
Cemeteries Task & Finish – ring fenced under spend				303
Local Development Plan – ring fenced under spend				0
NET DIRECTORATE excluding ring fenced budgets				451

4.2 REGENERATION, PLANNING & ECONOMIC DEVELOPMENT

- 4.2.1 Overall, the service division presently has a projected under spend of £343k. Planning services are reporting an over spend of £130k and Economic Development & Tourism an under spend of £473k.

- 4.2.2 Countryside Services are reporting a small under spend of £15k, with a shortfall in income generation from the recently introduced car park charging of £40k due to late implementation of this MTFP initiative, offset by under spends in relation to staffing and other operational costs.
- 4.2.3 Planning application fee, building control fee and search fee income is dependent on the number of applications received and in recent years has been adversely affected by the general economic climate. The budget for Planning Application fees was set at £553k for 2014/15 including a new budget of £20k for pre-application advice as part of the MTFP savings. At present income is projected to be £62k below budget. Building Control fee income budget was set at £302k and is anticipated to be £78k below budget. Search fee income is £3k below the £111k budget. These income shortfalls are however partly offset by under spend in staffing costs of £48k, part of which are subject to MTFP savings proposals in 2015/2016. Income in these areas will be monitored closely as numbers of applications and fee levels can vary.
- 4.2.4 Strategic Planning and Local Development Plan (LDP) budgets are presently over spent by £45k due a present shortfall in grant and other income in relation to LDP monitoring and associated LDP monitoring costs. The Monitoring costs will however be funded from an existing reserve for expenditure associated with ongoing LDP monitoring.
- 4.2.5 Schemes under the Rural Development Plan (R.D.P) are continuing in 2014/2015 as extensions to European grant funding was secured. The total cost of these schemes will be 80% funded by European (W.E.F.O) grant. Approval of the new schemes has helped secure continuity of employment of Planning Countryside staff.
- 4.2.6 Economic Development & Tourism is presently projecting an under spend of £473k. This under spend is partly due to staff vacant posts in Business Enterprise Support, Business Urban Renewal and Tourism & Events, all of which are proposed MTFP savings in advance for 2015/2016. There is also a projected £195k under spend in relation to industrial estates due to income from rents in excess of targets and reduced maintenance costs, again this is being considered as a MTFP saving in 2015/2016. At present the Tourism Venues are reporting an overall under spend of £33k due to a combination of income generation above target and reduced operational costs, again, further MTFP savings are being considered for the tourism venues in 2015/2016.
- 4.2.7 The under spends noted in paragraph 4.2.6 are partly offset by a projected over spend on the GO 2 initiative of £50k, due to a shortfall in income generation and delay in staff restructuring proposals.
- 4.2.8 Cabinet approved at its meeting on 2nd April 2014 to award £80k of Community Assets funding to Regeneration & Planning for a range of initiatives including town centre urban renewal schemes, community partnership schemes, invasive plant species and living environment partnerships.

4.3 ENGINEERING SERVICES

- 4.3.1 A net over spend of £80k is projected for the Engineering Division for 2014/15, but after excluding budget variations in relation to Home to School Transport (£17k under spend) and Social Services Transport (£92k over spend) which will be ring fenced and appropriated back to the Service Directorates, there is an over spend of £5k.
- 4.3.2 The original 2014/2015 highways infrastructure/ roads maintenance and street lighting budget was subject to budget efficiency savings of £225k, the original budget being £9,182million. Expenditure is presently overall projected to be £53k over spent due to highway reactive maintenance repairs. However, the severity of winter weather in relation to snow, gritting and flooding will have an impact on the overall outturn position. Engineering are reviewing the highway maintenance programme and endeavouring to balance the budget by the financial year end.

- 4.3.3 Supervision fee income receivable under the Highways Act (Section 38 and other agreements) is likely to be £20k short of budget (£151k). This continues to be the consequence of the economic slowdown and the downturn in the construction industry.
- 4.3.4 There are some overspends in relation to car parks, primarily NNDR costs (£21k) but this is partly offset by car park income in excess of budget (£12k). Car park income budget includes an increased target to reflect the no free parking in the Christmas period applied as part of the MTFP savings in 2014/2015. There is also a £27k projected overspend in relation to bus stations & shelters and park & rides in relation to maintenance, cleaning and CCTV. There was a MTFP saving applied in 2014/2015 of £60k in relation to bus shelters cleaning & maintenance, so this will be monitored closely.
- 4.3.5 At present the Engineering Division budget over spend variations noted above are offset by under spend in relation to staffing non/delayed filling of vacant posts and other operational savings.
- 4.3.6 As noted in paragraph 4.3.1 above, budget variation in relation to Home to School Transport and Social Services transport which are now part of the Engineering Division's I.T.U (Integrated Transport Unit), will be ring-fenced for transfer back to the service Directorates. Home to School transport is presently projecting a £17k under spend and Social Services transport an over spend of £92k due to demand.
- 4.3.7 Cabinet approved at its meeting on 2nd April 2014 to award Community Assets funding to Engineering for community response teams (£100k) and this is included in the revised estimates.

4.4 PUBLIC PROTECTION

- 4.4.1 Public Protection is presently projecting an under spend of £155k.
- 4.4.2 Environmental Health is currently projecting a net under spend of £27k, this is primarily due to an increase in fee income in relation to the pest control service. Projected under spend will be reduced later in the year due to ongoing sewerage discharge costs at closed landfill sites.
- 4.4.3 Trading Standards, Licensing and Registration service group is reporting a projected under spend of £13k, this is primarily due to an under spend in staffing due to a secondment and income above budget in relation to Registrar's fees, this is partly offset by a shortfall in licensing fee income. Licensing income will be monitored closely as it can be subject to variation during the year.
- 4.4.4 Community Safety is projecting an under spend of £26k this is primarily due to an under spend in staffing costs in the CCTV control room. The new Airwaves licence has been purchased in advance for the next three years at cost of £25k, which will be spread over the life of the Licence. All grant funded schemes are on budget to date. Final approval of the 2014/2015 spend plans from Welsh Government for the Substance Misuse Action Fund, has now been agreed. Newport County Borough Council now acts as regional banker for this initiative for the Gwent Authorities and is being periodically recharged for costs incurred.
- 4.4.5 Catering Services are projecting an overall under spend of £89k on a £3.2million net budget. There is an under spend projected in Primary, breakfast club and Comprehensive school catering of £98k due to a combination of increased income and reduced operating costs. However, this will need to be carefully monitored as any school closures due to industrial action or adverse winter weather will impact upon income. An increase in school meal prices of 5% was implemented in September 2014 as part of the 2014/2015 MTFP savings, which may have an impact on meal take up and income levels for the remainder of the year, so this will be monitored closely. The under spend in schools catering is partly offset by small over spend in relation to the staff restaurants of £9k, which also includes a 5% increase in prices as part of 2014/2015 MTFP savings.

4.4.6 Cabinet approved at its meeting on 2nd April 2014 to award £10k of Community Assets funding to Public Protection for Community payback (graffiti removal etc) schemes.

4.5 COMMUNITY & LEISURE SERVICES

4.5.1 The Community & Leisure Division is presently projecting an under spend of £378k on a revised budget of £20.2 million. However, £303k of this relates to cemeteries where any under spend is ring fenced for future improvement and enhancement in cemeteries. The under spend excluding cemeteries is £75k.

4.5.2 Waste management & cleansing is projecting an under spend of £108k, the under spend primarily relates to anticipated under spend of £366k in relation to residual waste due to the commencement of the Project Gwyrdd interim contract in September, resulting in expected reduced landfill and landfill tax costs. However the final value of under spend will depend on the volume of waste treated at the facility, which in turn will depend greatly on any operational and technological issues with the facility which may require diversion of some waste streams to more costly landfill, which will reduce the level of under spend presently being projected.

4.5.3 There is also under spend in relation to street cleaning services and HQ operational costs mainly due to staff vacancies. However these under spends are partly offset by increased costs of treating waste at CA sites and fluctuations in recycled waste tonnage and increases in recycling treatment contract rates. Other issues in relation to new CA site restrictions/charges introduced as part of the 2014/2015 MTFP savings, required modifications at the Full Moon transfer station site and additional costs of treating mechanical street sweeping waste may also adversely impact on the overall financial position at year end. The waste management and cleansing financial position assumes at this stage full utilisation of the approved revenue contribution to capital outlay (RCCO) budget for vehicle replacement of £632k, required to provide an efficient and effective front line service. A separate report was submitted to Scrutiny Committee on 16th September regarding a range of waste management service issues which may require additional financial support in the future.

4.5.4 Overall, Parks, Outdoor Facilities and Cemeteries services is presently projecting an under spend of £310k however as noted in paragraph 4.5.1 above, £303k of this relates to cemeteries where any under spend is ring fenced for future planned investment to create and enhance cemetery provision across the County Borough. The remainder of the service area is presently projecting a small £7k under spend overall.

4.5.5 Leisure centres, Sports Development and outdoor education is presently projecting an over spend of £39k. The Leisure Centres were set challenging income targets in 2014/2015 including an additional £135k target in relation pricing structures as part of the 2014/2015 MTFP initiatives. At present Leisure Centres are showing an over spend of £129k partly offset by an under spend on energy and other HQ operational costs, but the service will look to reduce operational costs further to fund any shortfall in income targets to ensure a financial break even can be achieved by year end.

4.5.6 Cabinet approved at its meeting on 2nd April 2014 to award £62k of Community Assets funding for litter bin replacements, allotment strategy implementation and Parks services for a range of initiatives in relation to cemeteries, allotments, route and roundabouts enhancements and community schemes.

4.6 DIRECTORATE GENERAL

4.6.1 As noted in 4.1.2 above, an element of vacancy management savings are held at strategic Directorate level until specific service savings are identified. The present target is £197k and this will be reduced as further savings are identified and allocated to service divisions.

4.7 DIRECT LABOUR AND DIRECT SERVICE TRADING ACCOUNTS

- 4.7.1 At this stage of the year Network Contracting Services is reporting a break even position compared to a small £12k profit this time last year. It is anticipated that the value of work and income will increase during the remainder of the year which should result in an improved financial position. NCS is undertaking the work in relation to the Operation and Maintenance (O&M) sub contract with Sirhowy Enterprise Way Ltd for a further 10 years and this should have a positive impact on the overall financial position, although in order to be compliant with the risk transfer aspects of the PFI procurement, surpluses in relation to this contract will again be ring fenced, as they were in previous financial years.
- 4.7.2 The Vehicle Maintenance DSO is presently showing a profit of £6k compared to a £6.5k loss. The outturn position is still dependent on the value of work through the workshop and the ability of the DSO to finance fixed overheads.
- 4.7.3 Building Cleaning DSO is reporting a cash profit of £64k this year compared to a profit of £106k for the same period last year. This includes additional budget provision provided to the DSO of £337k to finance increased salary costs associated with the implementation of and increases in the living wage, less a £50k budget reduction as a contribution to MTFP savings. The DSO has continued to achieve operational efficiency savings and identify and expand new areas of work including window cleaning and electrical appliance testing, which has assisted in financing operational fixed overheads.

4.8 MEDIUM TERM FINANCIAL PLANS (MTFP) SAVINGS 2014/2015

- 4.8.1 The 2014/15 revenue budget for Environment Directorate included targeted MTFP savings of £2.712m as detailed in appendix 2. The projected overspends and under spends discussed in the above paragraphs take account of these savings targets.
- 4.8.2 As reflected in the budget monitoring figures reported above, most of the approved MTFP savings introduced for 2014/2015 have or will be achieved by the end of the financial year, however, there are some where full achievement is not likely due to late implementation, including car park charging at country parks and others that require further review and monitoring including increased income generating targets in relation to Leisure Centres, Catering, Licensing, waste collection charges and CA site charging/restrictions etc.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no potential equalities implications of this report and its recommendations on groups or individuals who fall under the categories identified in Section 6 of the Council's Strategic Equality Plan. There is no requirement for an Equalities Impact Assessment Questionnaire to be completed for this report.

6. FINANCIAL IMPLICATIONS

- 6.1 As noted in the table in paragraph 4.1.4 above some service under and over spends will be appropriated ring fenced reserves for specific requirements, the remaining Directorate under spend and cash profit of the DLO/DSO's presently projected at £451k, will be appropriated to the Environment Directorate strategic reserve and 50% of this "pooled" under spend/profit will then be appropriated to Authority working balances, the remaining 50% will, subject to members approval be utilised for Directorate based service initiatives or investment requirements.

7. PERSONNEL IMPLICATIONS

- 7.1 Members will be aware that when setting the budget, MTFP savings were identified for the Environment Directorate in relation to vacancy management savings, these are reflected in the financial figures reported.

8. CONSULTATIONS

- 8.1 There are no consultation responses, which have not been included in this report.

9. RECOMMENDATIONS

- 9.1 Members are requested to note the contents of this report and the detailed budget monitoring pages as an Appendix.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 The Council Budget is based on the achievement of both expenditure and income targets. In order to ensure that these are met and the Council's financial integrity maintained Directors are required to review income and expenditure trends.

11. STATUTORY POWER

- 11.1 Local Government Act 1972.

Author: Mike Eedy, Finance Manager (Environment Directorate) Tel 01495235413
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Consultees Councillor D.T Davies Chair Regeneration & Environment Scrutiny Committee
Councillor Mrs E.M Aldworth Vice Chair Regeneration & Environment Scrutiny Committee
Councillor, K. James, Cabinet Member Regeneration, Planning & Sustainable Development
Councillor, D. Poole Cabinet Member Community & Leisure Services
Councillor T. Williams Cabinet Member Highways, Transportation & Engineering
Sandra Aspinall, Acting Deputy Chief Executive
Pauline Elliot, Head of Regeneration & Planning
Robert Hartshorn, Head of Public Protection
Terry Shaw, Head of Engineering Services
Mark S Williams Head of Community & Leisure Services
Nicole Scammell, Acting Director of Corporate Services
Tony Maher, Assistant Director Planning & Strategy
Steve Harris, Interim Head of Corporate Finance
Cheryl Jeremic, Acting Group Accountant
Rose Shears, Finance Officer
Jane Southcombe, Financial Services Manager
Dave Roberts, Group Accountant
Paul Adams, Senior Assistant Accountant

Background Papers:

Divisional budget monitoring working papers 2014/2015 and DLO/DSO Trading Accounts 2014/2015

Minutes - Council Meeting 26/2/2014: "Budget Proposals 2014/15 and Medium Term Financial Strategy 2014/2017" Agenda Item No. 3(2)

Appendices:

Appendix 1A	Budget Monitoring Report – Regeneration, Planning and Economic Development
Appendix 1B	Budget Monitoring Report – Engineering Services
Appendix 1C	Budget Monitoring Report – Public Protection
Appendix 1D	Budget Monitoring Report – Community and Leisure Services
Appendix 2	Environment Directorate – Savings 2014/15

ENVIRONMENT DIRECTORATE	Page No.	Estimate 2014/2015	Revised Estimate 2014/2015	Projection 2014/2015	Under(Over) 2014/2015
		£	£	£	£
REGENERATION, PLANNING & ECONOMIC DEVELOPMENT					
ECONOMIC DEVELOPMENT AND TOURISM					
BUSINESS DEVELOPMENT		1,255,011	1,275,011	1,157,753	117,258
BUSINESS URBAN RENEWAL		303,802	303,802	242,790	61,012
TOURISM EVENTS		149,980	149,980	110,570	39,410
EUROPEAN AFFAIRS		84,550	84,550	76,849	7,701
COMMERCIAL PROPERTIES		(857,610)	(857,610)	(1,053,450)	195,840
TOURISM VENUES		1,034,900	1,034,900	1,002,016	32,884
COMMUNITY REGENERATION		243,044	278,044	258,951	19,093
COMMUNITY FIRST Expenditure		3,076,523	3,076,523	3,076,523	0
COMMUNITY FIRST Grant Funding		(3,076,523)	(3,076,523)	(3,076,523)	0
BLACKWOOD MINERS INSTITUTE		297,957	297,957	297,957	0
ARTS DEVELOPMENT		143,111	143,111	143,111	0
		2,654,745	2,709,745	2,236,547	473,198
PLANNING					
COURTYSIDE AND LANDSCAPE		1,343,905	1,368,905	1,354,139	14,766
STRATEGIC PLANNING		373,780	373,780	418,590	(44,810)
DEVELOPMENT CONTROL		456,896	456,896	505,517	(48,621)
BUILDING CONTROL		(23,268)	(23,268)	26,733	(50,001)
LAND CHARGES		(14,554)	(14,554)	(12,897)	(1,657)
CORPORATE & DEMOCRATIC CORE		140,319	140,319	140,319	0
		2,277,078	2,302,078	2,432,401	(130,323)
TOTAL NET BUDGET		4,931,823	5,011,823	4,668,948	342,875
CENTRAL SUPPORT SERVICE APPORTIONMENTS		999,923	999,923	999,923	0
CORPORATE PREMISES APPORTIONMENTS		134,956	134,956	134,956	0
		6,066,702	6,146,702	5,803,827	342,875

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<i>ENVIRONMENT DIRECTORATE</i>	Estimate 2014/2015	Revised Estimate 2014/2015	Anticipated Outturn 2014/15	Variance 2014/15
<u>ENGINEERING SERVICES DIVISION</u>				
HIGHWAY OPERATIONS				
Gross Expenditure	11,176,353	11,276,353	11,286,459	
Grants, Fees & Charges and Other Income	374,000	374,000	368,833	
Net Expenditure	10,802,353	10,902,353	10,917,626	(15,273)
ENGINEERING PROJECTS GROUP				
Gross Expenditure	1,314,972	1,314,972	1,167,004	
Fees & Charges and Other Income	1,437,974	1,437,974	1,321,504	
Net Expenditure	(123,002)	(123,002)	(154,500)	31,498
TRANSPORTATION ENGINEERING				
Gross Expenditure	1,805,451	1,805,451	1,734,924	
Grants, Fees & Charges and Other Income	1,092,187	1,092,187	1,022,144	
Net Expenditure	713,264	713,264	712,780	484
PASSENGER TRANSPORT				
Gross Expenditure	5,370,372	5,370,372	5,413,053	
Grants, Fees & Charges and Other Income	3,531,194	3,531,194	3,555,448	
Net Expenditure	1,839,178	1,839,178	1,857,605	(18,427)
HOME TO SCHOOL TRANSPORT				
Gross Expenditure	6,495,958	6,495,958	6,479,307	
Grants, Fees & Charges and Other Income	0	0	0	
Net Expenditure	6,495,958	6,495,958	6,479,307	16,651
SOCIAL SERVICES TRANSPORT				
Gross Expenditure	1,391,373	1,391,373	1,480,956	
Grants, Fees & Charges and Other Income	14,210	14,210	11,573	
Net Expenditure	1,377,163	1,377,163	1,469,383	(92,220)
ENGINEERING - GENERAL (Expenditure Only)				
	199,066	199,066	201,682	(2,616)
TOTAL NET EXPENDITURE				
	21,303,980	21,403,980	21,483,883	(79,903)
CENTRAL SUPPORT SERVICE APPORTIONMENT	505,205	505,205	505,205	0
PONTLLANFRAITH CORPORATE BUILDING APPORTIONMENT	103,931	103,931	103,931	0
NET EXPENDITURE : ENGINEERING SERVICES	21,913,116	22,013,116	22,093,019	(79,903)

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DIRECTORATE OF THE ENVIRONMENT	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Projected Outturn pd5	Variance
<u>PUBLIC PROTECTION DIVISION</u>					
TRADING STANDARDS					
Expenditure		924,938	924,938	785,686	
Income		(117,513)	(117,513)	(25,049)	
Net Expenditure		807,425	807,425	760,637	46,788
LICENSING					
Expenditure		359,468	359,468	350,637	
Income		(341,201)	(341,201)	(296,391)	
Net Expenditure		18,267	18,267	54,246	(35,979)
REGISTRARS					
Expenditure		276,883	276,883	287,556	
Income		(198,000)	(198,000)	(208,673)	
Net Expenditure		78,883	78,883	78,883	0
CCTV					
Expenditure		644,729	644,729	621,575	
Income		(130,017)	(130,017)	(130,312)	
Net Expenditure		514,712	514,712	491,263	23,449
COMMUNITY WARDENS					
Expenditure		355,478	355,478	352,433	
Income		0	0	0	
Net Expenditure		355,478	355,478	352,433	3,045
COMMUNITY SAFETY					
Expenditure		140,733	150,733	150,911	
Income					
Net Expenditure		140,733	150,733	150,911	(178)
SAFER CAERPHILLY - COMMUNITY SAFETY PARTNERSHIP					
Expenditure		389,374	389,374	389,374	
Income		(389,374)	(389,374)	(389,374)	
Net Expenditure		0	0	0	0
CORPORATE AND DEMOCRATIC COSTS (CDC)					
		33,166	33,166	31,259	1,907
HEALTH IMPROVEMENT					
Expenditure		584,202	584,202	584,202	
Income		(144,409)	(144,409)	(149,742)	
Net Expenditure		439,793	439,793	434,460	5,333
ENFORCEMENT					
Expenditure		762,550	762,550	763,111	
Income		(124,132)	(124,132)	(146,100)	
Net Expenditure		638,418	638,418	617,011	21,407
POLLUTION					
Expenditure		364,012	364,012	366,477	
Income		(24,847)	(24,847)	(24,847)	
Net Expenditure		339,165	339,165	341,630	(2,465)
FOOD TEAM					
Expenditure		575,434	575,434	575,434	
Income		(20,000)	(20,000)	(21,935)	
Net Expenditure		555,434	555,434	553,499	1,935
EMERGENCY PLANNING					
Net Expenditure		138,772	138,772	138,311	461
CATERING					
Expenditure		7,240,064	7,234,969	7,171,715	
Income		(4,031,576)	(4,026,481)	(4,052,107)	
Net Expenditure		3,208,488	3,208,488	3,119,608	88,880
TOTAL NET EXPENDITURE		7,268,734	7,278,734	7,124,151	154,583
CENTRAL SUPPORT SERVICE APPORTIONMENTS		901,070	901,070	901,070	
CORPORATE BUILDINGS APPORTIONMENTS		163,858	163,858	163,858	
		8,333,662	8,343,662	8,189,079	0

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<i>ENVIRONMENT DIRECTORATE</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Projected 2014/2015	Under(Over)' Estimate 2014/2015
<u>COMMUNITY & LEISURE SERVICES</u>					
WASTE MANAGEMENT					
<i>Residual Waste</i>		3,973,450	3,973,450	3,864,866	108,584
<i>Organics recycling</i>		1,859,244	1,859,244	1,942,753	(83,509)
<i>Civic Amenity Sites</i>		2,579,620	2,579,620	2,637,880	(58,260)
<i>Waste Transfer Station</i>		178,958	178,958	198,348	(19,390)
<i>Dry Recycling</i>		2,330,596	2,330,596	2,659,582	(328,986)
<i>Bulky Waste</i>		253,682	253,682	250,320	3,362
<i>Commercial Waste</i>		(56,697)	(56,697)	(273,850)	217,153
<i>Other Waste</i>		69,019	69,019	37,789	31,230
<i>Trehir</i>		177,297	177,297	199,726	(22,429)
<i>Sustainable Waste Management Grant</i>		(3,449,586)	(3,449,586)	(3,449,586)	0
<i>HQ Staffing and Other Costs</i>		1,463,476	1,463,476	1,355,284	108,192
CLEANSING					
<i>Public Conveniences</i>		96,715	96,715	90,209	6,506
<i>Street Cleansing</i>		4,075,558	4,082,558	3,936,972	145,586
GROUND MAINTENANCE AND PARKS					
<i>Cemeteries</i>		251,221	251,221	(52,059)	303,280
<i>Allotments</i>		37,297	42,297	31,990	10,307
<i>Parks, Playing Fields & Highway Maintenance</i>		1,596,054	1,596,054	1,566,486	29,568
<i>Playgrounds</i>		276,351	276,351	275,275	1,076
<i>Outdoor facilities</i>		347,457	347,457	347,324	133
<i>Housing Ground Maintenance</i>		245,594	245,594	245,594	0
<i>Community Assets & Gateway Funding</i>		0	50,000	50,000	0
<i>HQ Staffing</i>		1,040,455	1,040,455	1,074,955	(34,500)
		17,345,761	17,407,761	16,989,858	417,903
LEISURE SERVICES					
<i>Leisure Centres</i>		1,806,990	1,806,990	1,936,066	(129,076)
<i>Leisure HQ & Staffing</i>		720,494	720,494	617,742	102,752
<i>Sports & Health Development</i>		96,285	96,285	113,750	(17,465)
<i>Outdoor Education</i>		182,328	182,328	178,205	4,123
<i>Total Net Expenditure Community & Leisure Services</i>		20,151,858	20,213,858	19,835,621	378,237
CENTRAL SUPPORT SERVICE APPORTIONMENTS					
		1,052,581	1,052,581	1,052,581	0
CORPORATE BUILDINGS APPORTIONMENTS					
		54,544	54,544	54,544	0
		21,258,983	21,320,983	20,942,746	378,237

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Service Division	Service Brief Description	2014-15 £'000
Engineering	Engineering Projects Group (EPG) Surplus	40.00
Engineering	Structures and Retaining Walls	50.00
Engineering	Consultancy Structures SLA reduce amount of work undertaken on contractual/non contractual work.	25.00
Engineering	Cease Special Works Programme	90.00
Engineering	RASWA Inspectors increased coring regime increase default payback	10.00
Engineering	SEW ring fenced surplus - 50% of surplus put forward as saving	50.00
Engineering	SEW Insurance money - budget realignment	10.00
Engineering	Review Bus Shelter cleansing operation	24.00
Engineering	Review Bus Shelter repairs & maintenance	30.00
Engineering	Review Bus Station Cleaning Blackwood and Bargoed	6.10
Engineering	Cease 2 week free Xmas parking in car parks	30.00
Engineering	Review SCP (School Crossing patrol) Site Assessments	10.00
Engineering	Connect2 Flexible Transport Service - Increase fares by 5%	1.00
Planning & Strategy	Home to School / College Transport. Efficiency Savings on Contracts.	50.00
		426.1
Regeneration & Planning	Increase Industrial Property Rents	70.00
Regeneration & Planning	Visit Caerphilly centre - Increased income.	11.00
Regeneration & Planning	Cwmcarn - Increased income.	25.00
Regeneration & Planning	Llancaiach Fawr - Increased income.	25.00
Regeneration & Planning	BMI - Increased income	25.00
Regeneration & Planning	Vacancy Management	219.00
Regeneration & Planning	Supplies & services - budget realignment	77.00
Regeneration & Planning	Increase fees for Land Charges	4.00
Regeneration & Planning	Introduction of charges for pre-application planning advice	20.00
Regeneration & Planning	Restructure at BMI	27.00
Regeneration & Planning	Income for monitoring of LDP	20.00
Regeneration & Planning	Introduce Car parking charges at Country Parks	85.00
Regeneration & Planning	Charges for Invasive Species monitoring/removal	12.00
Regeneration & Planning	Reduction in Enhanced Maintenance Budget	80.00
Regeneration & Planning	Community Regeneration Projects	15.00
		715.00
Public Protection	Review Community Safety Warden provision	4.00
Public Protection	Catering Staff Restaurants - Increase prices by 5%	12.00
Public Protection	Catering Schools – Increase meal prices by 5%	27.00
Public Protection	Catering Functions - Increase prices by 5%	4.80
Public Protection	Crucial Crew – Cease service	13.00
Public Protection	Licensing Fees - 5% increase	8.00
Public Protection	Increase Pest Control Income	20.00
Public Protection	Annual increase Registration Fees	10.00
		98.80

Community & Leisure	Parks & Bereavement Services - Vacancy management	44.00
Community & Leisure	Cessation of CONFIRM management system licence-Introduction of in house solution	5.70
Community & Leisure	Sports & Leisure Services Management Restructure	150.00
Community & Leisure	Review concessionary pricing policy to introduce a 3 tier pricing system	100.00
Community & Leisure	Sports & Leisure Services Match pricing structure to market value	35.00
Community & Leisure	Charge for Vans & Trailers at Civic Amenity sites	50.00
Community & Leisure	Waste Strategy & Operations Reducing Training Budget	10.00
Community & Leisure	Asbestos Collection Service FULL cost recovery	6.00
Community & Leisure	Waste Strategy & Operations Reduce Insurance Provision-Budget realignment	20.00
Community & Leisure	Reduce Landfill Tax credit budget	11.00
Community & Leisure	Reduce provision of management grants to bowls clubs	10.00
Community & Leisure	Increase Outdoor Facilities charges by 10%	10.00
Community & Leisure	Sports & Leisure Services - Improve energy efficiency facilities- may require some up front investment for longer term goal	23.00
Community & Leisure	Charging full fee for those currently having free Residual Collections (charities, community centres etc)	60.00
Community & Leisure	Waste Strategy & Operations - vacancy management	25.00
Community & Leisure	Reduce grass cutting frequency on Amenity/Housing Estates	180.00
Community & Leisure	Closure of cricket squares not used	30.00
Community & Leisure	Parks & Bereavement Services - Delete January cut of highways/banks	25.00
Community & Leisure	Sports & Leisure Services - Centralisation of Admin support	30.00
Community & Leisure	Waste Strategy & Operations vacancy management	180.00
Community & Leisure	Introduce double shift working for mechanical sweeping	73.00
Community & Leisure	Closure of 3 less well used Public Conveniences (Nelson, Newbridge and Fleur De Lys)	24.00
Community & Leisure	Reduced contribution to weed removal team - will reduce service provision	100.00
Community & Leisure	Phased removal of flowerbeds in open locations	40.00
Community & Leisure	Residual Waste Collections Route optimisation	53.50
Community & Leisure	Organics Waste Collections. Route optimisation	53.50
Community & Leisure	Dry recycling Waste Collections. Route optimisation	53.50
Community & Leisure	Closure of Cafeteria in Caerphilly Leisure Centre	20.00
		1,422.20
Building Cleaning DSO	Building Cleaning Services - Introduce contract efficiency	50.00



VOLUNTARY SECTOR LIAISON COMMITTEE

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN
ON WEDNESDAY 17TH SEPTEMBER 2014 AT 10.30 A.M.**

PRESENT:

Mr. R. Cooke – Chair

Councillors:

Ms. L. Ackerman, D. G. Carter, R.W. Gough, C. Hawker, A. Lewis, Mrs. J.A. Pritchard,
R. Woodyatt

Together with:

Abertridwr Community Church	-	Mr. L. Clay
Age Cymru	-	Ms. S. Brown
Bargoed YMCA	-	Ms. J. Price
Caerphilly Groundwork Trust	-	Mr. R. H. Cooke
Caerphilly Parents & Carers Forum	-	Mrs. B. Helps
Caerphilly People First	-	Mr. C. Luke
Cruse Bereavement Care	-	Mr. J. Moss
Disability Can Do Organisation	-	Mrs. H. Williams
GAVO – Chief Executive	-	Mr. M. Featherstone
Homestart Caerphilly Borough	-	Ms. G. Jervis
The Parent Network	-	Ms. M. Jones
The Vanguard Centre	-	Mrs. M. Wade
New CLURV	-	Mrs. J. Morgan
Van Road United Reformed Church	-	Mr. J. Wade
Vice Chair, Voluntary Sector Representatives	-	Mr. D. Brunton

Also present:

J. Dix (CCBC Policy & Research Manager), J. Elliott (CCBC Senior Research Officer),
Emily Forbes, Gina Jones, Val Jackson (GAVO), Sam Crane (ABUHB), Katy Stevenson
(Groundwork Caerphilly)

1. APOLOGIES

Apologies for absence were received from Cllrs. Mrs. E. M. Aldworth, J. Bevan, P.J. Bevan,
Mrs. P. Cook, Mrs. P. Griffiths, K. James, A. Rees, P.J. Bevan, Mrs. J. Summers.

Also from, Mr .P. Jones (Abbeyfield), Mr. D. Morgan (Caerphilly 50+ Forum), Ms. P. Jones
(Caerphilly Care & Repair), Ms. J. Lawton (Caerphilly MIND), Mr. A. Read (Cancercareline),
Mr. G. Mitchell (Graig Y Rhacca Communities Partnership), Ms. J. Lawton (Caerphilly MIND),

Mr. M. Thorne (SYDIC), Mr. K. Viney (The Settlement), Sgt. R. Davies (Gwent Police), Mrs. M. Chapman (Office of the Police & Crime Commissioner for Gwent), Mrs. D. Crossman (South Wales Fire & Rescue Service), Mrs. D. Lovering (Caerphilly Business Forum Representative), Mr. H. Llewellyn (Town & Community Councils Representative).

2. DECLARATION OF INTEREST

Cllr. Ackerman stated a declaration of interest in the minutes from the last meeting in reference to Trinant Surgery, and also to some content of a report on Learning Disability Services, to be presented to this committee by Jo Williams, Assistant Director Adult Services. Cllr. Ackerman left for the duration of the consideration of the minutes from the previous meeting 18th June 2014, and for the presentation by the Assistant Director of Adult Services.

3. MINUTES

3.1 Sam Crane from the ABUHB said that on the subject of Trinant Surgery she had up dated Cllr. Lewis on the 15th September 2014. The application for closure is at stage 2 with questionnaires sent out widely. The results of the consultation are to be presented to the Health Board on the 17th October 2014. Cllr. Lewis discussed several solutions to the possible closure.

3.2 Cllr. Rob Gough referred to the postponement of the Compact Awareness Event scheduled for the 4th November 2014 to raise awareness of the Compact for middle managers, and stressed the importance of holding such an event for championing the Compact as a strategic document. Jackie Dix, Policy & Research Manager, replied that none of the Compact Partners (as had been requested at the previous Voluntary Sector Liaison Committee meeting) had sent her names of appropriate staff members to attend the event. While the Corporate Management Team at the Council was supportive of the Compact Partners holding an event, it was felt that the best way of raising awareness among managers of the Compact Agreement was through a presentation to the Management Network. Subsequently it has been arranged for GAVO to give a presentation to the Network on the 12th December 2014. Cllr. Gough requested that all Compact Partners should be contacted for their views on holding an event to promote awareness of the Compact in advancing commitment and delivery. This was also supported by Dave Brunton, Vice Chair of the Voluntary Sector Representatives who stressed the importance of the Compact Partners as a whole pushing the Compact forward.

3.3 The accuracy of the minutes of 18th June 2014 was agreed.

4. LEARNING DISABILITY SERVICES - REPORT BY MRS. JO WILLIAMS – ASSISTANT DIRECTOR OF SOCIAL SERVICES

4.1 Mrs. J. Williams presented her report on Learning Disability Services, which was circulated with the committee papers. The report contains a number of proposals for financial savings. She said that Social Services are always willing to take on board ideas from the Voluntary Sector where financial savings could be identified.

4.2 At a series of special scrutiny committees all directorates were asked to provide reports on their discretionary services, these are services the Council currently chooses to provide but does not legally have to. One of these proposals covered day services for adults, the preference of members of the Health Social Care and Well-Being committee members was to request officers do further work on two options:-

1. Rationalise the number of buildings that day service is currently provided from. This would look to provide service on regional basis with reduction in the number of satellite centres.

2. Provide a targeted day services for people who meet critical and substantial need, which is the eligibility criteria that is likely to be introduced across Wales in accordance with the Well-Being Act.

4.3 The report contains a number of questions asked by the Voluntary Sector, with answers provided for each. Social Services are already looking at rationalisation of buildings i.e. along the lines of rents; relocation of underused Day Centres, relocated to combined locations e.g. in care homes. Members of the Voluntary Sector were happy to consider reducing transport costs by the greater use of satellite centres.

4.4 Cllr Woodyatt (Cabinet Member for Social Services) thanked Mrs. Williams for her report noting as yet nothing had been decided but everything needs to be considered as the financial settlement was likely to be severe.

4.5 Cllr. Ackerman returned to the room for the remainder of the meeting.

5. THE WORK OF GROUNDWORK IN CAERPHILLY COUNTY BOROUGH – REPORT BY KATY STEVENSON – CHIEF EXECUTIVE OF GROUNDWORK

5.1 Groundwork Communities First Projects

This suite of projects takes place within the Communities First cluster areas in the borough funded by the Communities First Programme.

- **Active in the Outdoors** - the main purpose of the project is to encourage community members to become more physically active, and improve their health.
- **Foodwise** - this project involves the Communities First Health and Wellbeing Officer and the Environmental Participation Officer working with a variety of community members, covering a wide demographic range, to raise awareness of healthy eating and practical cooking skills.
- **Green Doctor** - this project engages community members who are in fuel poverty or at risk of fuel poverty, leading to problems relating to household debt.
- **Outdoor Action** - the project engages and trains people in an outdoor setting, in the implementation of small-scale environmental projects identified by the community and partners.

In 2013 Groundwork supported Communities First Areas of Caerphilly through a **Healthy Homes Project** and received 120 referrals in just 2 months. During the life of this project the following installations were made:-

Internal Door Brushes	Shower Timer	Freestanding Clothes Airier	Window Foam Trim	Energy Efficient Light Bulbs	Reflective Radiator Panels	Bath 2 Shower Adapter	Flush Saver	Thermo meters	Letter Box Cover
100	4	29	70	233	115	7	65	9	2

5.2 **Healthy Rivers Programme** - the South East Wales Rivers Trust (SEWRT) and Natural Resource Wales (NRW) have undertaken walkover surveys that have identified issues that are impacting on fish populations and other aspects of the ecology on the Sirhowy River. The objective of Healthy Rivers is to work in partnership with South East Wales Rivers Trust and Natural Resources Wales to co-ordinate the removal or modification of barriers to fish migration.

5.3 **Rural Green Doctors Programme** - helps sustain community venues, reduces carbon emissions, offers free energy advice to householders and community venues and helps them save money.

- 5.4 **Healthy Villages Programme** - healthy Villages carries out physical, economic or social benefit projects in designated rural wards of the Caerphilly county borough. It supports groups and individuals to carry out projects, attract funding and make residents feel that their communities are a better place to live.
- 5.5 **Routes 2 Life Programme** - is a skills development project that upskills groups individuals and engages them in a mentoring scheme. It offers formal and informal training from a horticulture site in Cwmfelinfach and a carpentry workshop in Aberbargoed.
- 5.6 **Community Environment Network** - promotes and support the development and delivery of community environmental and maintenance projects, and facilitating opportunities for local people and organisations to play a central part in environmental, social and economic regeneration within the Caerphilly borough, and Torfaen borough designated SRA's (Strategic Regeneration Areas).
- 5.7 **Future Steps** – January 2014 to March 2015 (Job Centre Plus Flexible Support) - the project provides a platform for young people aged 18 - 24 to engage in training and practical opportunities to enhance chances of employability across the Caerphilly, Blaenau Gwent and Merthyr Tydfil county boroughs.
- 5.8 **Greencare** - runs to a social enterprise model as a project within Groundwork Caerphilly, offering grounds maintenance services and installations.
- 5.9 **Sustainable Play** - is an all Wales programme which will commence in October 2014. The Caerphilly borough will benefit from a team consisting of one senior play worker, three play workers and two apprentice play workers who will offer outdoor play sessions to children, young people and their families, and offering training to parents, young people and partner organisations in engagement with Children and Young People with Special Education Needs and Disabilities.
- 5.10 **Go Green for Health** - will commence in November 2014 which will operate in the Mid Valleys West area, and offer, through partnership with GPs, a prescription for health using the outdoors and which offers innovative, technology based methods of tracking progress and demonstrating savings to the NHS.
- 5.11 **Ty Mynyddislwyn Environment Centre** - is Groundwork Caerphilly's base, and is a community facility available to groups and organisations within the borough to access modern office space, demo kitchen and IT training rooms and classroom for all suitable activities.
- 5.12 Cyril Luke, Caerphilly People First, said that he was most impressed at the work of Groundwork especially the grounds maintenance courses for people with learning disabilities. Although he noted it is a shame that as time goes by, on the areas of ground which had been cared for and planted out, these have fallen into decay with heavy weed growth. He found it frustrating that such good work was not maintained. This was particularly so in the grounds of Ystrad Mynach College (Coleg y Cymoedd). Ms Stevenson said that she would check on this.
- 5.13 Michelle Jones, Parent Network asked if Groundwork on taking on the sustainable play contract had engaged with existing play services providers. Ms Stevenson said it had been a commitment of securing the Welsh Government funding that there was no duplication of provision, and that Groundwork would liaise and work cooperatively with existing play providers. Ms Stevenson added that a manager for the project would be appointed in October.
- 5.14 The Chair thanked Ms Stevenson for her detailed presentation.

6. THE WORK OF GAVO IN CAERPHILLY COUNTY BOROUGH

6.1 A presentation was given by Martin Feathersone, Emily Forbes, Gina Jones and Val Jackson.

6.2 GAVO provides support for Third Sector Organisations on the following:

- Core Community Development
- Volunteering Centres
- Funding Advice
- Community Planning
- Making the Connections
- Enterprising Communities
- Community Voice Programme
- Health and Social Care Facilitator
- Voluntary Sector Representation

In 2013 – 2014 GAVO achieved the following:

- 280 Volunteers recruited and placed
- 5,142 enquiries responded to
- **33** training courses delivered with 441 participants
- **23** funding events held attracting 141 people
- 15 Third sector networks supported
- 367 local members (total membership 1400)

GAVO Key events during 2013 – 2014:

Playday – attracted 5,000 people

Volunteer Achievement Awards – jointly held with the Council celebrating the commitment of volunteers

One Beat event – with the Council showcasing the work of 90 voluntary sector organisations

Local Service Board Standing Conference – contribution to a multi-agency partnership event to tackle issues collectively within the Borough

Annual Funding day – funders meet with voluntary organisations.

GAVO working with groups in Caerphilly (non-Communities First areas) key achievements 2013-2014:

- 52 groups supported
- £2,017,434 funding obtained across Borough
- 451 Trustee enquiries received and responded to
- 45 new organisations /services developed

Hospital Sunflower project key achievements in the first 6 months:

- 40 volunteers recruited
- 2,224 patients engaged with the project
- 458 patients pampered
- 402 patients involved in other activities
- 54 prospective volunteers referred to other volunteering options

Community Voice Programme:

- Valley Voices in Caerphilly & Blaenau Gwent: Communities and service providers work together to design and deliver improved services.

- 6.3 Mr Featherstone stated that this year will be a time of great challenges for GAVO, both physically (relocation and rationalisation of offices), and financially. The GAVO AGM will be on the 14th October at 10.30 am at the Christchurch Centre, Malpas Road, Newport.
- 6.4 The Chair thanked the GAVO staff for the informative presentation.

ITEMS OF INTEREST CONCERNING THE VOLUNTARY SECTOR, FROM COMPACT PARTNERS

7. ANEURIN BEVAN UNIVERSITY HEALTH BOARD – PRESENTATION ON NEIGHBOURHOOD CARE NETWORKS (NCNS) - BY SAM CRANE (HEAD OF PARTNERSHIPS & NETWORKS)

7.1 Sam Crane explained the background to the establishment of the NCNs. It stems from General Practitioner contract changes relating to the Quality Outcomes Framework (QOF). The changes to the QOF requires the Neighbourhood Care Networks (NCNs):

- to work together to support sustainable general practice and new models of care led by local teams
- to lead the development of local services, allocate resources and manage delegated budgets and community staff where appropriate
- to consider relevant data to support local needs assessment and service prioritisation.

7.2 Some of the development of the NCN was explained as designed to deliver improvements in care in the 3 national priority areas: Cancer, End of Life Care and Polypharmacy (and medicines management) and improve Clinical Governance.

7.3 NCNs will also collaborate to understand local health needs and priorities, and develop an agreed Network Action Plan linked to elements of the individual Practice Development Plans. They will also work with partners to improve the co-ordination of care and the integration of health and social care, and work with local communities and networks to reduce health inequalities.

7.4 A description was provided on the process of developing a Network Action Plan and the priorities for action. GP Practices will review local need and the 'practice service provision', and develop priorities to be included in their Practice Development Plans (PDPs). At NCN Meetings, GPs, practice staff and partners attend to discuss their area's health needs and service development priorities. Discussions are informed by relevant issues identified within the PDPs. For Network Action Plans, the priorities are agreed at the Network meetings to inform the development of the first Network Action Plans. Plans will evolve over a 3 year period. For Network Action Plans – there are key themes, common in most NCN Plans:

- To better manage communication with Secondary Care and transfer of activity into Primary Care
- To review the processes for missed appointments to avoid wasted appointment slots, and Public Health Priorities such as Smoking, and Immunisations.

7.5 Network Action Plans – Local Caerphilly borough NCN Priorities for Action:

Caerphilly East:

- NCN to attempt to move towards a more sustainable model of care for patients within Care Homes.

Caerphilly North:

- The need for improved communication with the wider Primary Care Team – CRT, Primary Mental Health Team, District Nursing, Health Visitors.

Caerphilly South:

- Wound Management - Consider developing a 'Centre of Excellence' for advice and support within the Neighbourhood Care Network.
- Reconciliation of Social Services and Practice Based Learning Disability Registers.

7.6 Next Steps: each NCN will hold four further network meetings to review the implementation and delivery of the Plan. The Plan is a dynamic plan and will be updated to reflect the agreed outcomes of each network meeting. Each NCN will develop an Annual Report for submission to Welsh Government by 31 March 2015. Ms Crane stated she would come back and update the Committee on developments.

7.7 The Chair thanked Ms Crane for her presentation.

8. DIGEST OF COMMITTEE REPORTS FROM CAERPHILLY COUNTY BOROUGH COUNCIL

Information reports attached and noted.

9. CAERPHILLY BUSINESS FORUM

No update available.

10. CAERPHILLY COMMUNITY & TOWN COUNCILS

No update available.

11. SOUTH WALES FIRE & RESCUE SERVICE

Information report attached and noted. However some concern was expressed at the increase in deliberate car fires, and what the Fire & Rescue Service / Gwent Police were going to do to reduce these incidents. The Parent Network asked "What can the Community do to address Fire Service numbers of fires." Ms Dix said that in the absence of the Fire and Rescue Service said she would take this back to the Service.

12. POLICE & CRIME COMMISSIONER FOR GWENT

Information report attached and noted.

13. GWENT POLICE

Information report attached and noted.

14. VOLUNTARY SECTOR EVENTS – JACKIE DIX, POLICY & RESEARCH MANAGER CCBC

- For reasons given under Item 3.2 the Compact Partners Event for 4th November is postponed.
- Notification was given regarding the One Beat event, to be held on Saturday 25th October 2014, in Penallta House.

15. TO RECEIVE AND NOTE THE FOLLOWING INFORMATION ITEM

Community Planning Quarterly Briefing July to September 2014.

16. DATE OF NEXT MEETING:- 3RD DECEMBER 2014

Next meeting on the 3rd December, will be held at 10.30 a.m. in the Sirhowy / Ebbw Rooms on the 1st floor, at Penallta House.

Meeting ended 12.50 p.m.