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**Date: 10th June 2015**

Dear Sir/Madam,

A meeting of the **Cabinet** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 17th June, 2015** at **2.00 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

## AGENDA

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest. Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on the 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 Cabinet held on 3rd June 2015.	1 - 6

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

A greener place Man gwyrddach



4	Abertysswg/Pontlottyn Primary: Outcome of the Statutory Notice.	7 - 14
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**Circulation:**

All Cabinet Members

And Appropriate Officers.



## CABINET

### MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY, 3RD JUNE 2015 AT 2.00 P.M.

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#### PRESENT:

Councillor K.V. Reynolds - Chair

#### Councillors:

Mrs C. Forehead (HR and Governance/Business Manager), D.T. Hardacre (Performance and Asset Management), N. George (Community and Leisure Services), K. James (Regeneration, Planning and Sustainable Development), R. Passmore (Education and Lifelong Learning), D.V. Poole (Deputy Leader and Cabinet Member for Housing), T.J. Williams (Highways, Transportation and Engineering), R. Woodyatt (Social Services).

#### Together with:

N. Scammell (Acting Director of Corporate Services), R. Hartshorn (Head of Public Protection), A. Price (Interim Head of Democratic Services).

#### Also in Attendance:

C. Jones (Head of Performance and Property Services), S. Harris (Interim Head of Corporate Finance), A. Main (Acting Benefits Manager), S.M. Kauczok (Committee Services Officer).

#### 1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Mrs B. Jones (Deputy Leader and Cabinet Member for Corporate Services), Mr C. Burns (Interim Chief Executive), Mr D. Street (Corporate Director Social Services).

#### 2. DECLARATIONS OF INTEREST

Councillor N. George declared an interest in Agenda item 5 – Land adjoining Islwyn Indoor Bowls Centre - in that he is a member of the Executive Committee.

#### 3. CABINET

RESOLVED that the minutes of the meeting held on 20th May 2015 (minute nos.1-5) be approved and signed as a correct record.

## **MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED**

### **4. LAND AT TROEDYRHIW, YSTRAD MYNACH**

The report sought approval to dispose of land at Troedyrhiw, Ystrad Mynach, as shown edged black on the plan attached to the report.

Mr J. Pritchard (representing Mr J. Cuthbert AM) had been granted permission by the Leader to address Cabinet in respect of this item. Mr Pritchard outlined the concerns and objections expressed by local residents and local members in relation to the proposal to sell the land, which is used by members of the community for recreational use. Seventy four letters of objection had been received by the Council following advertisement and a petition bearing the signatures of 135 local residents was presented to Council on 22nd April 2014. It was noted that Mr W. David MP for Caerphilly had also submitted concerns on behalf of local residents.

The report outlines the background to the proposal and details the objections received from local residents and local members during the consultation process. Details of the objections received are condensed under the following headings in paragraph 5.8 of the report: The loss of a local play area, highway issues and visual amenity.

In presenting the officer's report, Mr C. Jones, Head of Performance and Property Services, referred to the rationalisation of the Council's land and buildings portfolio in terms of its Medium Term Financial Plan which includes cost saving targets resulting from the disposal of assets. Since the land is considered to be an area of informal open space, any proposal would need to adhere to Policy CW7 on the Protection of Open Space: In summary, it is considered that the release of this site for residential development is acceptable as sufficient open space within the area will remain and the value of the site in recreational and visual amenity terms is not significant. Members' attention was drawn to paragraph 11 which sets out the reasons for the officer's recommendation viz. The land is not required operationally and is regarded as surplus. There is sufficient open space nearby to serve the needs of the community and the sale of the land will produce a capital receipt.

It was noted that whilst the land in question has no allocation within the adopted LDP, it does lie within the settlement boundary which defines the area within which development would normally be acceptable subject to all other material considerations being met and subject to planning permission being granted.

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

RESOLVED that for the reasons contained in the officer's report, the land be sold on the open market for residential development.

### **5. LAND ADJOINING ISLWYN INDOOR BOWLS CENTRE**

Having declared an interest in this item at the start of the meeting Councillor George left the meeting during its consideration.

The report sought Cabinet's views on the proposal to sell a plot of land adjoining Islwyn Indoor Bowls Centre which is surplus to the Leisure Division's requirements. The land edged black on the plan attached to the report was considered for residential use during the preparation of the LDP but was ruled out at that time as there were aspirations to extend the Bowls Centre. However, during 2013, the Sports and Leisure Services Manager confirmed that there were no plans for expansion and declared the site surplus to requirements.

The Bowls Centre Committee has objected to the sale of the land as they still wish to extend the existing premises in the future. The sale of the land was put on hold while Leisure Officers worked with the Bowls Centre Committee to establish a sustainable proposal and produce a robust business case to support the expansion of the existing facility by developing an outdoor bowling rink adjacent to the Indoor Bowls arena. This work has now been completed. Whilst such a development would be desirable and could help support the Bowls Centre through the summer months, officers consider it to be not viable financially.

Local residents have objected to the proposed sale and based on these representations, ward members have also objected. The main grounds of their objections are set out in paragraph 4.9 of the report and relate to the loss of a safe place for young children to play; the wider community uses the land for informal recreation; loss of an area of natural beauty and a habitat to various species; concerns that access to the new development will be through Dan-y-bryn which will dramatically increase traffic flow. A representative of the Bowls Centre also expressed the concerns of the Club regarding access to the site and noise issues. Officers consider that the majority of the objections are planning matters which would be dealt with at the planning application stage.

In terms of consultation, disposal of public open space requires an advertisement to be placed in a newspaper circulating in the area for two consecutive weeks (4th and 11th September 2013). Ward members were advised of the proposed sale, notices were posted on site and members of the Bowls Centre Committee were notified of the proposal.

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

RESOLVED that for the reasons contained in the officer's report, the land be sold on the open market for residential development.

## **6. DISCRETIONARY HOUSING PAYMENTS POLICY**

The report was considered by the Policy and Resources Scrutiny Committee on 2nd June 2015. It was reported to Cabinet that members of the Scrutiny Committee had unanimously endorsed the Policy.

Discretionary Housing Payments (DHPs) are additional short-term payments made towards rent. They are only paid to customers already receiving Housing Benefit who need more help with their housing costs over and above their benefit award. Every Local Authority is required to have a written policy that provides clear guidelines on the assessment of DHP applications.

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

RESOLVED that for the reasons contained in the officer's report, the draft Discretionary Housing Payments Policy be endorsed.

## **7. CABINET FORWARD WORK PROGRAMME**

The report sought approval of the Cabinet Forward Work Programme for the period June to September 2015. The Forward Work Programme is updated on a monthly basis to reflect any changes that are made to it.

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

RESOLVED that for the reasons contained in the officer's report, the Cabinet Forward Work Programme for the period June to September 2015, as outlined in Appendix 1 to the report, be approved.

## RECOMMENDATIONS TO COUNCIL

### 8. ANTI POVERTY STRATEGY

The report, which relates to a proposed Anti Poverty Strategy for the Council, was considered by the Policy and Resources Scrutiny Committee on 2nd June 2015. The draft Anti Poverty Strategy sets out the Council's position and aims, actions and measures in relation to tackling poverty. It is intended that the Strategy will be reviewed annually and progress reported. It is also proposed that an Anti Poverty Board is established to provide oversight of the Strategy.

It was reported to Cabinet that the Policy and Resources Scrutiny Committee offered comments on four aspects of the draft Anti Poverty Strategy i.e.

1. The Anti Poverty Strategy must operate within current austerity measures and therefore there is a need to be aware of the consequence of further cuts which may undermine the Strategy.
2. Members highlighted the link between Health and Wellbeing and poverty. Members recognised that some areas were addressed within the Strategy but requested a more specific focus and requested that further consideration be given to existing activities which contribute to this agenda.
3. Members consider that there is a need to target those directly affected with a view to influencing the Welsh Index of Multiple Deprivation; there is a need to be confident that areas can show improvement.
4. Members requested greater clarity in relation to how successful implementation of the Strategy will be demonstrated.

Cabinet were advised that in response to the views expressed at the Scrutiny Committee it was proposed that a working version of the Anti Poverty Strategy would be developed with an additional column setting out the budget associated with each area in order to allow for more informed consideration of any future potential or actual changes to funding.

Members were also informed that the proposed Anti Poverty Board would be asked to note and address the recommendations of the Scrutiny Committee in relation to strengthening links to health and well being activities, influencing the Welsh Index of Multiple Deprivation and in terms of demonstrating progress against the Anti Poverty Strategy.

Cabinet supported the comments of the Policy and Resources Scrutiny Committee and requested that the lead service for each action also be identified in a working version of the Anti Poverty Strategy for the proposed Anti Poverty Board. Cabinet also requested the inclusion of an additional performance measure in relation to improving the performance of those pupils in receipt of Free School Meals to include Key Stage 4 (GCSE).

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

RECOMMENDED that for the reasons contained in the officer's report, the proposed Caerphilly County Borough Council Anti Poverty Strategy be endorsed and referred to Council for approval.

**9. CORPORATE PLAN AND IMPROVEMENT OBJECTIVES 2015/16**

The Local Government Measure 2009 requires all local authorities in Wales to set and publish Improvement Objectives. Additionally in June 2014 the Council published a Corporate Plan which detailed its longer term priorities and aspirations and this plan, duly reviewed will be the vehicle for publishing the Improvement Objectives for 2015/16.

The Council is required to set or review its Improvement Objectives annually to ensure they remain relevant and current. The report details the outcome of this process and identifies the recommended set of Priorities and Improvement Objectives for 2015/16.

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

RECOMMENDED that for the reasons contained in the officer's report, the draft Corporate Plan that details the Improvement Objectives for 2015/16, be endorsed and referred to Council for approval.

The meeting closed at 2.56 pm.

Approved and signed as a correct record subject to any corrections made at the meeting held on 17th June 2015.

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CHAIR

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## CABINET – 17TH JUNE 2015

**SUBJECT: ABERTYSSWG/PONTLOTTYN PRIMARY: OUTCOME OF THE STATUTORY NOTICE**

**REPORT BY: INTERIM CHIEF EXECUTIVE**

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### **1. PURPOSE OF REPORT**

- 1.1 To update Cabinet on the outcome of the Statutory Notice and to determine whether to proceed with the proposal to establish an Abertysswg/Pontlottyn Primary School.

### **2. LINKS TO STRATEGY**

- 2.1 The report links directly to the Education for Life, sustainability and regeneration strategies, particularly in the context of provision of modern fit for purpose teaching and learning environments.

### **3. THE REPORT**

- 3.1 Cabinet, at its meeting on 29 October 2014, agreed to proceed to a formal consultation process in relation to the above proposal. Special Cabinet, at its meeting on 25 March 2015, agreed to proceed to the publication of a Statutory Notice.
- 3.2 AECOM were requested to undertake an options appraisal in respect of school location options in view of the comments made in the report of 25 March. Following this review the matter was considered by the 21<sup>st</sup> Century Schools Board and it was agreed by the Chief Executive that we publish the Statutory Notice based upon the school site location option contained within the consultation document.
- 3.3 The Statutory Notice was subsequently published on 20 April 2015 and a copy is attached as Appendix 1. The Statutory Notice provided a 28 day notice period for objections and the Notice period ended on 18 May 2015.
- 3.4 An objection was received from the Chair on behalf of the Abertysswg Governing Body during the Statutory Notice period. If objections are received, the proposer (CCBC) in accordance with Section 49 of the School Standards & Organisation (Wales) Act 2013, must publish an objection report providing a summary of the objections and their responses to them before the end of 7 days beginning with the day of its determination.
- 3.5 In view of this, Cabinet are requested to consider the draft objection report attached as Appendix 2.
- 3.6 In the event Cabinet approves the proposal it is recommended to proceed with the establishment of a new Primary school and publish the objection report and distribute as required by the School Organisation Code.

- 3.7 CCBC has committed to supporting a collaborative and strategic approach to 21<sup>st</sup> Century Schools projects via the South East Wales Capital (SEWSCAP) group. This collaborative arrangement provides standardisation of specifications and a strategic partnering approach. It is anticipated that the Abertysswg/Pontlottyn Primary scheme will be procured in accordance with the new SEWSCAP2 framework agreement.
- 3.8 There are a number of potential forms of contract available for future consideration. CCBC has recent experiences of a number of these and examples are shown below:
- JCT traditional with bills of quantities (Cwm Ifor, Greenhill and St. James)
  - JCT traditional with no bills of quantities (most recently low value projects below £1m)
  - NEC Option A (St. Ilan phase 1)
  - JCT Design & Build to RIBA stage C/D (St. Ilan phases 2 & 3 & Rhymney Comprehensive extension)
  - JCT Design & Build schedule of requirements only (not used)
  - NEC 2 Stage Design & Build Option A (IWSS – fixed cost option)
  - NEC 2 Stage Design & Build Option C (IWSS – target cost option recommended by AECOM).
- 3.9 Having reviewed these, the preferred option recommended for Abertysswg/Pontlottyn is the 'JCT Design & Build to RIBA stage C/D' option should Members agree to proceed with the proposal. This form of contract is fixed price with the internal Building Consultancy, which has extensive experience of primary school design, producing the conceptual drawings and acting as the Council's project manager with the internal Engineering Projects Group assisting with the pre-contract external works design.

#### **4. EQUALITIES IMPLICATIONS**

- 4.1 An Equalities Impact Assessment screening has been completed in accordance with the Council's Strategic Equality Plan and some low level or minor impact, as referred to in the personnel implications section below, has been identified affecting one or more of the target equality groups.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 The present estimated (outturn) cost for the school is £8m and this has been included in the most recent funding profile to the Welsh Government. An Outline Business Case has been completed on this basis.
- 5.2 CCBC has already secured its 50% contribution (£4m) to the scheme as its match funding requirement.

#### **6. PERSONNEL IMPLICATIONS**

- 6.1 A very small number of staff may be affected by the proposal and will be dependant upon budget availability, staffing structures and staffing changes in the next 2 years.
- 6.2 Trade unions will be engaged in the process leading to the staffing of the new school.

#### **7. CONSULTATIONS**

- 7.1 A detailed consultation process was undertaken and reported to Cabinet. The relevant consultees, as per the School Organisation Code, have been updated at the various stages of the process.

## **8. RECOMMENDATIONS**

- 8.1 Cabinet are recommended to consider the draft objection report attached and determine whether to proceed with the proposal to establish an Abertysswg/Pontlottyn Primary School to be developed as outlined in the report.

## **9. REASONS FOR THE RECOMMENDATIONS**

- 9.1 To determine the proposal in accordance with the School Standards & Organisation (Wales) Act 2013 and subsequent School organisation Code 2013.

## **10. STATUTORY POWER**

- 10.1 The School Standards and Framework Act 1998.  
The Learning and Skills Act 2000  
School Standards & Organisation (Wales) Act 2013  
The School Organisation Code. Welsh Government (2013)  
Federation of Maintained Schools (Wales) Regulations 2014.
- 10.2 This is a Cabinet function.

Author: Bleddyn Hopkins, Assistant Director 21<sup>st</sup> Century Schools  
E-Mail: [hopkib@caerphilly.gov.uk](mailto:hopkib@caerphilly.gov.uk)

Consultees: Corporate Management Team  
Keri Cole, Chief Education Officer  
Councillor R Passmore, Cabinet Member for Education & Lifelong Learning  
Angharad Price, Barrister/Interim Deputy Monitoring Officer  
Jane Southcombe, Financial Services Manager  
Gareth Hardacre, Head of People Management & Development  
Liz Lucas, Head of Procurement  
Ian Evans, Contracts Manager, Procurement  
David A Thomas, Senior Policy Officer (Equalities & Welsh Language)  
Councillor G Oliver, Pontlottyn  
Councillor J Bevan, Moriah  
Councillor G Bevan, Moriah

Background Papers:  
21<sup>st</sup> Century Schools files  
Council report 23 November 2010 (SOP)  
Council report 3 November 2011 (SOP2)  
Cabinet report 29 October 2014  
Cabinet report 25 March 2015  
Welsh Government approval letter 5 December 2011  
Objection to Statutory Notice.

Appendices:  
Appendix 1: Statutory Notice  
Appendix 2: Draft Objection Report

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**CAERPHILLY COUNTY BOROUGH COUNCIL**

Notice is given in accordance with sections 41 and 43 of the School Standards and Organisation Act 2013 and the School Organisation Code that Caerphilly County Borough Council having consulted such persons as required, propose to discontinue Abertysswg Primary School, Walter Street, Abertysswg, Rhymney NP22 5AQ and Pontlottyn Primary School, Fochriw Road, Pontlottyn, Bargoed CF81 9QH. These schools are currently maintained by Caerphilly County Borough Council who propose to establish a new replacement English-medium Primary school to be maintained by Caerphilly County Borough Council on the Rhymney Comprehensive School site, Mill Field, Abertysswg, Rhymney NP22 5XF for boys and girls aged 3-11 years (the site location as included in the consultation document).

Caerphilly County Borough Council undertook a period of consultation before deciding to publish this proposal. A consultation report containing a summary of the issues raised by consultees, the proposers responses and the views of Estyn is available on the Caerphilly website [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

It is proposed to implement the proposal on 1<sup>st</sup> January 2017.

The proposed new school will be a community school.

Caerphilly County Borough Council will be the admission authority.

The admission number for 4-11 years at the new school in the first school year in which the proposals have been implemented is 38.

The new school's pupil capacity will be 270, plus 30 nursery places.

Pupils will be provided with free transport in accordance with the Authority's transport policy. Details of the present policy are provided below.

There is a statutory duty placed upon the Local Authority to provide pupils with free transport to their nearest suitable school if they reside beyond "walking distance" to that school. Caerphilly County Borough Council, however, provides transport to those pupils who attend their "relevant" school and reside beyond "walking distance" to that school. The "relevant" school is the catchment school or the nearest school.

The Learner Travel (Wales) Measure defines "walking distance" as 2 miles for pupils receiving Primary education. Although subject to future review, at present Caerphilly County Borough Council currently defines this distance as 1<sup>1</sup>/<sub>2</sub> miles for pupils receiving Primary education – the distance being measured by the nearest available walking route. The residence is the address of the parent(s) or legal guardian of the pupil.

Within a period of 28 days after the date of publication of these proposals, that is to say by 18<sup>th</sup> May 2015, any person may object to the proposals.

Objections should be sent to Gail Williams, Monitoring Officer, Caerphilly County Borough Council, Ty Penallta, Tredomen Park, Ystrad Mynach, Hengoed CF83 7PG.

**Signed: .....**  
**for Caerphilly County Borough Council**

**Dated this the 20<sup>th</sup> April 2015.**

## EXPLANATORY NOTES

### **Planned Implementation**

It is planned to open the new Primary school on the Rhymney Comprehensive School site for January 2017. The existing Abertysswg and Pontllytyn Primary Schools would close at the end of the autumn term 2016.

### **Why do we need the New School ?**

The pupil numbers at both Abertysswg and Pontllytyn Primary Schools are both presently and forecast to be in the range of 100-120 pupils over the next 5 years (excluding nursery). This results in surplus places in the range of 40-80 per annum.

There is a clear requirement from the Welsh Government that local authorities must take action to remove surplus places. If no action was taken and the current status quo of the two schools allowed to continue then in the next few years both the financial and educational viability of the two schools would be compromised.

The two schools have a combined backlog maintenance requirement of just under £1.4million. This level of investment requirement further undermines the longer term viability of the current arrangements.

The sustainability, suitability and DDA rating of the 2 existing Primary schools is generally poor. The fit for purpose (size compliance) associated with both schools is also unsatisfactory.

The proposed new school will address the issue of surplus (i.e. unused) places and the backlog maintenance and general suitability requirements by moving towards 21<sup>st</sup> Century Schools.

Furthermore, once implemented, the new Primary school will have a positive impact by significantly improving the teaching and learning environment of pupils, thereby increasing the education opportunities for learners in an area that has amongst the highest social deprivation across the County Borough. The benefits to be realised will be improvements in standards and outcomes and in the condition and suitability of school buildings.

## OBJECTION REPORT ON THE PROPOSAL TO ESTABLISH AN ABERTYSSWG/PONTLOTTYN PRIMARY SCHOOL

Under section 49 of the School Standards & Organisation (Wales) Act 2013, proposers must publish a summary of the statutory obligations and the proposer's responses to those objections.

<b>Total number of objections received:</b>	ONE
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<b>Objection:</b>	<b>LA response</b>
The 'safe routes to school' will be used by both Primary and Comprehensive school children and will be a potential danger to the smaller children.	As part of the consultation process there were representations made to provide an extended safe route/land acquisition closer to the proposed entrance to the primary school site. This is being progressed and will minimise the walking distance to the site from the car drop off/parking area and hence improve the safety for the pupils and parents alike. Primary aged children would be expected to be supervised by parents/guardians on most occasions.
The footpath alongside the main road at Warns Terrace has extensive parking on the path which will cause parents with pushchairs and small children to walk out into the road, especially when the parking for the school is to be roadside. This certainly needs further investigation.	The Traffic Management team are not aware of such complaints or any evidence of a problem. Any obstruction of the footway by parked vehicles should be reported to the police who have the powers to take action.
During winter months, the 'safe access route' at Westville is often impassable due to weather conditions, snow/ice, floodwater.	<p>A Highway Authority is under a duty to ensure, so far as is reasonable, that safe passage along the highway is not endangered by snow or ice. Obviously, this is not an absolute, given the qualification of 'reasonably practicable'. The Act also imposes a duty on Authorities to remove any obstruction of a highway resulting from an accumulation of snow, but again it has to be reasonably practicable. Given the scale of the resources that would be required, (labour, plant, materials and finance) it would not be practicable to clear all highways hence the prioritised salting routes.</p> <p>The flooding would be virtually the same as above, we do all we can but there are only limited resources which have to be prioritised.</p>

<b>Objection:</b>	<b>LA response</b>
<p>No thought appears to have been given to children who choose to stay in school for after school activities, school clubs or choir, getting home during winter months, when it is practically dark when the children leave at normal time. It would certainly deter parents from allowing children from being involved in extra curricular activities which is special to many children.</p>	<p>The safe route(s) would be lit to current CIBSE standards for external pedestrian lighting.</p> <p>As discussed in the consultation the expectation of the new school would be an enhanced programme of extra curricula activity. To share this commitment, there will be more staff and a greater spectrum of expertise on offer. There will be more pupils in each year group to enter e.g. competitions.</p> <p>In the winter months the challenge will be similar to the current situation where children already have to walk home at dusk. This would clearly require more support. It would be a matter for the school to work with parents and community to identify the best organisation, i.e. move groups to lunchtime, arrange transport, arrange lift sharing, walking bus, enlist the support of 6<sup>th</sup> formers, etc.</p>
<p>Abertysswg Primary School has been penalised in the past by ESTYN during inspections for poor attendance. The increased distance is certainly going to affect attendance during periods of inclement weather, and will most certainly be an irreconcilable problem.</p>	<p>Abertysswg Primary School's attendance has improved by 2.62 percentage points (12/13 – 13/14). To our knowledge this is not because parents have moved nearer the school but because the school has implemented a range of strategies effectively to underline the importance of attendance and its impact on children's learning and sense of well being. This achievement demonstrates that achieving a high level of attendance in a school is much more about the schools ability to direct a mind set than geographical location. This view is further confirmed by other examples in deprived areas where challenging geography would not equate to poor attendance. Examples of this are Trinant, Graig Y Rhacca and Panside Primary schools.</p>
<p>The consultation document, item 5.3, mentions 'flood alleviation' work. This matter has never been mentioned before and if the proposed site is on a flood plain then surely the decision must be questionable.</p>	<p>The proposed site of the new school is on the current Rhymney Comprehensive playing fields. These are above any flood risk level for the River Rhymney. The reference to 'Flood Alleviation work' in the document is in connection to the area between the site and the river boundary. This is the proposed position for relocated playing fields. A detailed Flood Consequences Assessment, for the whole development will be prepared and submitted as part of the Planning Application for the scheme.</p>
<p>We, as the Governing Body, along with the majority of residents of Abertysswg, feel that the school's importance to the village has been totally ignored and is being used as a sacrificial lamb to enable Pontlottyn to have a new school. They may need one, we at Abertysswg don't. If consideration was given for Fochriw to be excluded, why not the same opportunity afforded to the families at Abertysswg.</p>	<p>The consultation document outlined compelling evidence for a new school and identified deficiencies with both the existing school buildings in Pontlottyn and Abertysswg. This was clearly evidenced in pages 2 and 3 of the consultation document. As part of the informal consultation process Fochriw, Abertysswg and Pontlottyn were each given the opportunity to establish stakeholder groups to discuss the proposal. In the case of Fochriw they opted for a survey of all residents. Whilst in Abertysswg, a meeting was requested, this was facilitated and only 4 were in attendance and no such request was made to seek the views of all residents. Opportunities existed to attend the community/public meeting and/or drop-in sessions but generally they were poorly attended and no such issues were raised at these.</p>





## CABINET – 17TH JUNE 2015

**SUBJECT: ISLWYN WEST SECONDARY SCHOOL (IWSS) - UPDATE**

**REPORT BY: INTERIM CHIEF EXECUTIVE**

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### **1. PURPOSE OF REPORT**

- 1.1 The purpose of the report is to provide members with an update on the new Islwyn West Secondary School and to determine whether to agree the target cost advised by the external project managers AECOM, on behalf of the contractor, Willmott Dixon.

### **2. LINKS TO STRATEGY**

- 2.1 The new secondary school is being delivered as part of the Welsh Government's 21<sup>st</sup> century schools programme and meets both the Welsh Government and CCBC's programme aims.

### **3. THE REPORT**

#### **Progress to Date**

- 3.1 The external project manager and cost consultant, AECOM, was appointed in September 2014 and commenced work on both developing the programme timetable and undertaking the cost analysis of the new school.
- 3.2 In the report to Cabinet on 1 October 2014, AECOM advised completion of the school by December 2016 with occupation in January 2017. The programme was presented as a realistic worst case position.
- 3.3 The Council's Building Consultancy design team completed the preliminary school design and site layout by end December 2014, as planned. The design has been completed in accordance with the option agreed by Members which AECOM had confirmed was the preferred design option providing the most cost effective solution.
- 3.4 A planning application was submitted in early December 2014 and planning consent was given on 13 March 2015.
- 3.5 The procurement process was NEC two stage design and build as approved by Cabinet on 4 June 2014. Tenderers were drawn from the SEWSCAP framework and Willmott Dixon was successful and has been appointed to the first stage of the process.
- 3.6 Willmott Dixon have developed the design to add the detail required for costing. Building Consultancy have monitored and commented on the design development.
- 3.7 Willmott Dixon was appointed on the basis of the quality of the proposed delivery team together with fixed and overhead costs. They have added detail to the design produced by Building Consultancy to enable the sub-contractor packages to be fully defined and priced.

AECOM have worked with Willmott Dixon towards agreeing a composite contract price that will form the basis for the second stage build contract.

- 3.8 Willmott Dixon have been paid for the first stage of the process but the Council is not committed to construct the school until a build price is agreed and the second stage build contract is signed.
- 3.9 The Cabinet report on 4<sup>th</sup> June 2014 outlined two options in terms of the type of construction contract that can be used once the design and costs have been finalised, as follows:
- NEC Option A (fixed price)
  - NEC option C (target price).
- 3.10 The intention of the two stage process was to provide best value for money and also to maximise cost certainty. To achieve this AECOM recommended that the Council use Option C with the flexibility to swap to Option A if at the negotiation stage this provides the best value. NEC Option C was endorsed by Cabinet on 1 October 2014.

### **Roles and Responsibilities**

- 3.11 The Cabinet report of 14 May 2014 outlined separate lists of roles and responsibilities proposed for the Building Consultancy and contractor's design teams.
- 3.12 This split was consistent with the recommended option 3, as below:
- Option 3: Utilise external cost consultants, contract and project management and design until award of the construction contract, together with external project management and contract management services throughout.
- 3.13 Cabinet subsequently approved option 2, as follows:
- Option 2: Utilise internal design services until award of the construction contract and external project management and contract management services throughout.
- Building Consultancy is responsible for conceptual design and Willmott Dixon responsible for detailed design.
- 3.14 As a consequence, an updated list of roles and responsibilities need to be agreed consistent with option 2. These are outlined in the Appendix.

### **Pupil Numbers**

- 3.15 The longer term planning size of the school is 900 pupils, plus 50 place special resource base (SRB). It has always been acknowledged that there would be a "three year bulge" of pupils. The current design brief allows for a bulge of 103 pupils which can be accommodated flexibly within the design using resource areas and space that will be converted to community usage when the bulge subsides.
- 3.16 An additional longer term pupil bulge (up to 2021/22) has emerged as all pupils at the present Oakdale and Pontllanfraith Comprehensive Schools, at date of closure, will be transferring to the new school. The present admission numbers are Oakdale (152) and Pontllanfraith (202). There is a risk of admissions getting out of control and adding even more pressure on capacity, hence there has been a need to set temporary admission limits.
- 3.17 The Statutory Notice published a capacity of 1100 for September 2016, reducing to 900 from September 2017. The 1100 has been agreed as part of the Authority's Admission arrangements for 2016/17. These figures are exclusive of the 50 place SRB. To cover the period to September 2016, an officer decision has been made to set temporary admission numbers of 135 (Oakdale) and 95 (Pontllanfraith), excluding SRB, which has been endorsed by the 21<sup>st</sup> Century Schools Board.

- 3.18 The report to Cabinet on 1 October 2014 made provision for a temporary classroom block capable of accommodating up-to a further 100 pupils taking the total to the stated 1100 pupils. The additional cost of this was estimated by AECOM at £300,000, which was the reported amount to Cabinet. In view of the additional, longer term, pupil bulge, officers have assessed that the revised cost of temporary classrooms would be circa £500,000.
- 3.19 In view of the Council's LDP aspirations and the preferred strategy to 2031, discussions have ensued with the Welsh Government for a permanent extension, comprising 5 additional classrooms, additional toilets, increased dining area and possibly increased changing room space. This would have the effect of increasing the capacity from 900 to 1013, based on WG's formula (excluding SRB).
- 3.20 CCBC's bid for this extension (£1.5m) is presently being considered by WG. Officers are of the opinion the Council's share of the cost (50%) represents better value for money and future proofing compared to the provision of temporary classroom accommodation.
- 3.21 In view of difficulties relating to soil stabilisation issues, Willmott Dixon has produced a revised programme with a scheduled start date of the commencement of the summer term 2017. This revised date also incorporates the proposed extension.
- 3.22 The Cabinet report of 1 October 2014 recommended a target cost approach to the contract sum. A 'pain/gain' mechanism is prescribed in the options included within Lot 4 of the SEWSCAP framework and subsequently included in the ITT sent to all contractors.
- 3.23 Schedule 6 of the NEC option C SEWSCAP conditions of contract makes provision, if required, as follows:

The Contractor's share percentages and the share ranges are:-

<b>Share range</b>	<b>Contractor's share percentage</b>
less than 80%	0%
from 80% to 90%	0%
from 90% to 100%	50%
from 100% to 110%	50%
from 110% to 120%	100%
greater than 120%	100%

3.24 In summary this means:

- The target cost will be 100% on the share range
- Below 90% of the target, the contractor gains nothing further from any saving
- At 90-100%, the contractor shares half the gain with the Authority
- At 100-110%, the contractor shares half the pain with the Authority
- Above 110%, the contractor takes all the pain.

The optimum situation for the contractor is therefore to stay within 90-100% of the target cost.

#### **4. EQUALITIES IMPLICATIONS**

4.1 An Equalities Impact Assessment was conducted as part of the formal consultation process for the new school.

#### **5. FINANCIAL IMPLICATIONS**

5.1 To date WG have confirmed that £24m can be allocated to Islwyn West, the Authority has previously approved its match funding contribution of 50% of this sum. The Authority are

awaiting final confirmation from WG for the approval of a revised sum of £25.5m for Islwyn West, this will include costs associated with the permanent classrooms. The sum of £25.5m will require an additional match funding contribution of £750k from the Authority. Based on estimates in respect of the Outturn position for 14/15 this money will be able to be allocated from reserves. Approval to allocate this sum will be sought from Cabinet/Council once WG have made their determination in respect of the Authority's revised bid.

- 5.2 Cabinet, on 1 October 2014, received a report on progress in relation to design, appointment of contractor and updated information on the cost plan. The report highlighted that the initial cost plan amounted to circa £21.5m, plus potential additional items of £1.15m, totalling £22.65m. It was acknowledged that at this early stage the cost plan was based on high level costs which were subject to refinement.
- 5.3 AECOM's Cost Plan 1, as reported to cabinet on 1 October 2014, amounted to £22.65m. The most recent cost plan (number 3) was produced in February 2015 and totals £24.245m.
- 5.4 Following design and tender action to date, approximately 90% of the works cost for the proposed construction contract for the new IWSS has been market tested. A further 4% of the total works cost is based on benchmarked rates from recently tendered projects and agreed between AECOM and the contractor, Willmott Dixon.
- 5.5 A summary of the target cost proposal from Willmott Dixon Construction Ltd for the construction contract together with the overall project cost is as follows:
- |    |   |                |
|----|---|----------------|
| A. | Works Contract Target Cost – NEC Option C contract with Willmott Dixon (excluding VAT)  | £19,523,494.84 |
| B. | Anticipated Total Project Cost – including Professional Services Contract, ex-contract client contingencies and allowances for fees, FF&E and other project related costs (excluding VAT) | £23,840,708.84 |
- 5.6 Based on the above figures and having carried out a detailed review of the works packages, it is AECOM's recommendation that Willmott Dixon Construction Ltd be instructed to proceed on the basis of the cost proposal noted in A above. The Anticipated Total Project Cost noted in B above is £159,291.00 below the anticipated budgeted sum of £24million. These costs exclude provision for temporary classrooms or the proposed permanent extension.
- 5.7 The proposed contract sum includes a number of provisional sums pending either design or scope clarification or receipt of quotations from statutory utility companies. The values included are an assessment based on the information currently available and are considered to be sums that will not be exceeded. Negotiation with Willmott Dixon to firm up the provisional sums as soon as possible following contract award will be carried out to mitigate the risk of any potential overspend against these items.
- 5.8 Welsh Government officials have also given an indication that they will be seeking circa 700k clawback from CCBC re land reclamation. This will be 100% CCBC funded as WG are not prepared to part fund. Officers are confident there are mitigating factors which will likely result in a reduced sum and the process of negotiation is likely to be on-going for a period of time. A provision in respect of this clawback has been included in the Accounts for 14/15. This provision will not be taken from the 21st Century Schools capital programme.

## **6. PERSONNEL IMPLICATIONS**

- 6.1 There will be personnel implications in relation to staff from the existing Oakdale and Pontllanfraith Comprehensive Schools. HR has developed a 'draft joint pledge to safeguard employment in schools'.
- 6.2 This pledge has been developed for use by the 3 secondary schools in the Islwyn West area (namely Blackwood, Oakdale and Pontllanfraith).

## **7. CONSULTATIONS**

- 7.1 Initial consultation has taken place with the staff of the two existing schools and some governors.

## **8. RECOMMENDATIONS**

- 8.1 Members are requested to note progress in relation to the new IWSS development and to approve the target cost figure and pain/gain mechanism outlined in the report. Members are also recommended to receive an update report once details re the proposed extension are finalised.

## **9. REASONS FOR THE RECOMMENDATIONS**

- 9.1 To ensure members are aware of current progress on the project.

## **10. STATUTORY POWER**

- 10.1 School Standards and Organisation (Wales) Act 2013 and its associated Code.

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Consultees: 21<sup>st</sup> Century Schools Board  
Keri Cole, Chief Education Officer  
Councillor Rhianon Passmore, Cabinet Member, Education & Lifelong Learning  
Corporate Management Team  
David A Thomas, Senior Policy Officer (Equalities & Welsh Language)  
Mark Williams, Building Consultancy Manager  
Colin Jones, Head of Performance & Property Services  
Ian Evans, Contracts Manager, Procurement  
Gail Williams, Acting Head of Legal Services/Monitoring Officer  
Angharad Price, Barrister/Interim Deputy Monitoring Officer  
Jane Southcombe, Financial Services Manager  
Gareth Hardacre, Head of People Management & Development

Appendices:

Appendix: Roles & Responsibilities

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**ISLWYN WEST SECONDARY SCHOOL****Roles & Responsibilities****In House Design Team (Building Consultancy and Engineering Projects Group)**

Site Details and Planning – management and co-ordination of the following

- Surveys
- Site Investigations
- Highways negotiations
- Ecology – working with Council's in house team
- Discussions in relation to Safer Routes in Communities, school transport
- BREEAM Assessor - Mott MacDonald had been commissioned to carry the scheme through to Construction Stage certification but were replaced by Contractors preferred BREEAM Consultants SFS during design development.

Design

- Consult with stakeholders as directed by PM. Initial consultations completed but detailed consultations curtailed by Client.
- Prepare accommodation schedule based on Building Bulletin 103
- Interface with CCBC Planning
- Interface with CCBC highways
- Design of site layout, proposed earthworks strategy and site drainage strategy
- Preparation of general arrangement drawings for the site layout including car parking, bus and taxi drop off, games areas and landscaping
- Preparation of general arrangement drawings for the building to define the size, form, layout and spatial distribution of the different teaching and communal spaces.
- Preparation of specific outline furniture and fittings drawings for the building to define scope of FFE packages.
- Specification of proposals in relation to building materials to be included within planning application and Employer's Requirements, i.e. walls, roof finishes, windows, internal partitions floor coverings etc.
- Production of room data sheets for all spaces
- Preparation and submission of a planning application including elevations, surveys, studies and design access statement.
- Preparation of detailed design proposals for the heating systems and main electrical distribution cabling to assist the contractor in pricing
- Preparation of an outline foundation and structural frame design
- Preparation of detailed performance specifications for all other building systems including data, alarms, CCTV etc

## Design Development and Construction

- Input into risk management process and value engineering
- Receive, review and comment on design development proposals from Contractor
- Clerk of Works – site based to monitor the quality of the construction works.
- NEC Works Supervisor – site based to discharge duties as defined by NEC Contract

## **External Project and Cost Manager (Aecom)**

### Project management

- Organise, lead, and chair stakeholder liaison and consultation meetings
- Co-ordinate and chair progress and user groups meetings
- Liaise with regulatory bodies including planning and planning consultees and building control.
- Review and update end users in relation to design development
- Report to client team on all aspects of the project both formally and informally including preparation of monthly board reports
- Lead project management
- Lead value engineering discussions
- Advise and lead on procurement strategy and management of contractor selection process
- Collate, maintain and report risk management schedule
- Lead and chair design team meeting both pre and post contract

### Cost consultancy

- Pre contract cost management including production of cost plans, cost advice in connection with value engineering issues, validation/agreement of contractor package pricing and agreement of fixed or target cost
- Post contract cost management including validation/agreement of actual contractor package costs, monthly valuations, certification of payment and valuation of changes

### Contract management

- Administer the contracts,
- Chair and minute site progress meetings
- Oversee handover
- Manage defect rectification process

### Move management

- Management of fixtures, fittings and equipment including decant
- Liaison with stakeholders re move arrangements
- Arrange and oversee user training



### **Contractor and Contractor's design team**

- Develop design based on design and Employers Requirements prepared by Building Consultancy
- Development of costs in partnership with the Cost Consultants
- Value engineering in partnership with Project Managers
- Development of mechanical and electrical design and structural solutions
- Procurement of FFE
- Final design review and sign off of highways
- Discharge of planning conditions and ongoing negotiations
- Obtaining Building Regulation approval
- Utilities and statutory provider co-ordination
- Direct, manage and take full responsibility for all post contract design and construction.

### **CDM co-ordinator**

Under the proposed changes to the CDM Regulations 2015 the duties must transfer to a Principal Designer by 6th October 2015. It is assumed the contractor will be the Principal Designer.

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## CABINET – 17TH JUNE 2015

**SUBJECT: EQUALITIES AND WELSH LANGUAGE ANNUAL REPORTS**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER**

- 
- 1.1 The attached report, which informed Members of the progress made during the financial year 2014/2015 against targets in the Council's current Strategic Equality Plan and Welsh Language Scheme, was considered by the Policy and Resources Scrutiny Committee on 2nd June 2015. Cabinet approval is sought for submission of the annual monitoring and improvement reports (attached in full as appendices) to the relevant Commissions (together with publication online) before the deadline date of 30th June 2015.
  - 1.2 Members were informed that the Council has a statutory duty to produce annual monitoring reports on Equalities and Welsh Language issues under current legislation. These reports are very detailed in order to ensure that the regulatory bodies involved are provided with full evidence of the Council's compliance and commitment to these statutory duties.
  - 1.3 Officers outlined the progress made during 2014/2015 against the Council's Strategic Equality and Plan and Welsh Language Scheme. Members were asked to note achievements in respect of the number of impact assessments and consultation comments provided within Officer reports, together with details of disability audits undertaken across the Authority. Progress was also outlined in respect of Equalities and Welsh Language training courses, the treatment of Equalities complaints, the addition of Equalities data to staff payroll data, and translation requests dealt with by the Welsh Language Team. Detailed information in respect of these areas was included within the annual monitoring and improvement reports appended to the Scrutiny Committee report.
  - 1.4 Detailed discussion of the report ensued and a number of queries were raised in respect of the budget allocation and funding resources detailed within the annual monitoring and improvement reports. Officers outlined details of the core budget within the Equalities and Welsh Language Team, together with additional funding resources and agreed that they would circulate a breakdown of the Equalities and Welsh Language department budget to Members following the meeting. Officers also explained that it was difficult to specify the costs in respect of statutory duties fulfilled on behalf of other departments (in that they have their own separate budget allocations).
  - 1.5 Members raised concerns in regards to the monitoring and reporting of discriminatory bullying in schools. Officers explained that this information was regularly reported to the Education for Life Scrutiny Committee and that the number of reporting instances had increased, which indicated the effectiveness of training sessions relating to this matter. Officers agreed to circulate this information to Members following the meeting. Clarification was also provided in regards to the job titles of a number of consultees included in the Scrutiny Committee report.
  - 1.6 Members referred to performance monitoring and commented on a need to include targets and expected outcomes against the list of achievements included in the report. Officers explained that a lack of benchmarking factors made it difficult to effectively measure progress

in certain areas (such as the addressing of discrimination). A Member suggested that progress could be monitored against the number of expected attendees at training sessions and Officers confirmed that a training analysis and needs review would be taking place throughout Summer 2015. A query was received regarding the percentage of social and private landlords who had received training from the Equalities and Welsh Language Team (arising from funding provided by the Tenancy Dispute Service). Officers agreed to circulate this information to Members following the meeting.

- 1.7 Discussion took place regarding the CCBC Payroll Data Summary listed within the Strategic Equality Plan, which included data relating to staff ethnicity, religion, and language ability. A Member suggested that it could be useful for increases against language ability to be reported on a year-by-year basis. A query was raised in respect of the low reporting of staff disabilities and Officers explained that as this data was self-reported, some relevant respondents did not feel a need to declare themselves as disabled or consider themselves as having a disability.
- 1.8 Following consideration of the report, the Policy and Resources Scrutiny Committee, by a show of hands, unanimously recommended to Cabinet that for the reasons contained therein, the annual monitoring and improvement reports be endorsed and be submitted to the relevant Commissions (together with publication online) by 30th June 2015.
- 1.9 Members are asked to consider the recommendation.

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

Appendices:

Appendix 1 Report to Policy and Resources Scrutiny Committee on 2nd June 2015 – Agenda Item 9



## POLICY AND RESOURCES SCRUTINY COMMITTEE – 2ND JUNE 2015

**SUBJECT: EQUALITIES AND WELSH LANGUAGE ANNUAL REPORTS**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER**

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### 1. PURPOSE OF REPORT

- 1.1 To inform members of the progress made during the financial year 2014/2015 against targets in the Council's current Strategic Equality Plan and Welsh Language Scheme, prior to presenting the annual monitoring and improvement reports to Cabinet for approval for submission to the relevant Commissions and publication online, before the deadline date of 30th June 2015.

### 2. SUMMARY

- 2.1 The Council has a statutory duty to produce annual monitoring reports on Equalities and Welsh Language issues under current legislation. The requirements are very detailed as to what relevant information must be included in the annual monitoring and improvement reports (attached in full as appendices).
- 2.2 The amount of information presented is therefore in order to ensure that the regulatory bodies involved (the Equalities and Human Rights Commission and the Welsh Language Commissioner's Office) are provided with full evidence of the Council's compliance and commitment to those statutory duties.

### 3. LINKS TO STRATEGY

- 3.1 Equalities and Welsh Language issues are crosscutting themes of the Community Strategy and impact on every council policy, function and procedure, covering those aimed at the public and internal policies covering the Council's staff members.
- 3.2 The Strategic Equality Plan and Welsh Language Scheme have direct links with a number of other current policies and strategies, both within the Council and in terms of partnership working:-
- **Caerphilly Delivers** (the Single Integrated Plan)
  - Corporate Improvement Plan
  - Welsh in Education Strategic Plan
  - Youth Services Strategy 2014-2019
  - People Management Strategy
  - Workforce Development
  - 50+ Positive Action - action plan
  - Communications Strategy 2014-2017
- 3.3 There are also a number of national Welsh Government strategies or regulations that the Council's Equalities and Welsh Language work links to, including "**Mwy Na Geiriau / More Than Words**" (the National Health and Social Care Welsh Language Strategy); "**Getting On Together**" (the All Wales Community Cohesion Strategy); "**Travelling to a Better Future**" -

the Welsh Government's Gypsy and Traveller Framework for Action and Delivery Plan; and various aspects of Planning, Licensing and Building regulations.

#### 4. THE REPORT

- 4.1 The Welsh Language Scheme annual monitoring and improvement report must be published by the 30<sup>th</sup> June each year.
- 4.2 Under the Public Sector Equalities duties in Wales, an annual report on the Strategic Equality Plan must be published anytime during the 12 months after the end of the financial year that is covered by that report.
- 4.3 Due to the fact that the Council operates an integrated Equalities and Welsh Language system, both reports are collated and presented at the same time for ease of reference.
- 4.4 There are two appendices to this committee report, the full Strategic Equality Plan annual monitoring and improvement report and the full Welsh Language Scheme annual monitoring and improvement report.
- 4.5 In summary however, the following performance information should be noted covering the financial year in question:
  - **231** reports, policies and proposals were impact assessed or had consultation comments provided for them. **43** of those were individual assessments on each of the savings proposals for the 2015-2016 budget, written by staff from the service areas and sent to the Policy Unit for comment.
  - **110** disability access audits were undertaken by Corporate Property and 46 properties upgraded -
    - 2 Caerphilly CBC corporate buildings
    - 2 Countryside locations
    - 2 community centres
    - 2 community education centres
    - 6 libraries
    - 2 Social Services centres
    - 5 leisure centres
    - 22 schools
    - 3 tourism sites
  - **3,517** course places were taken up across a range of Equalities and Welsh Language courses. The 2014-2015 annual training report will be available by Autumn 2015 and this year will include a full Training Needs Analysis, being undertaken over the summer, in order to help the Council and its partners focus on their future priorities.
  - **40** complaints were dealt with by the team, working alongside other service areas, **14** Equalities related and **26** Welsh Language related.
  - Nearly **2,000** staff payroll records had additional Equalities data entered, reducing the number of blank fields in the system. This demonstrates continuous improvement over the last three years of monitoring, from a position where roughly less than 5% of records held any significant level of Equalities and Language data, to a position this year where around 20% have data entered into the relevant fields.
  - **2,773** Welsh language translation requests were dealt with by the team.
  - **511** Welsh speakers are now recorded on the system, an increase of just over 100 staff recorded, for the second year running, due to improved data collection.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 Full Equalities and Welsh Language assessments and consultation were undertaken on the Strategic Equality Plan and Welsh Language Scheme as they were being developed, therefore no full assessment has been made on these annual reports. The reports themselves are an assessment of achievements made by the Council under both plans.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 There are no direct financial implications to this report as the annual reports cover work already undertaken in the previous financial year.
- 6.2 During 2014/2015, the team secured additional resources to help deliver against the statutory duties, from internal and external sources, to a value equivalent to £68,600.10, or 36.9% above the core budget.

## **7. PERSONNEL IMPLICATIONS**

- 7.1 There are no personnel implications to these reports, although this continues to be reviewed as the work specified in the Strategic Equality Plan and Welsh Language Scheme progress.
- 7.2 The additional resources noted in 6.2 above also covers the fact that staff in the team now undertakes Welsh translation work, and Equalities and Welsh language training work for 4 other organisations under formal Service Level agreements or arrangements.
- Blaenau Gwent County Borough Council
  - Newport City Council,
  - Gwent Education Achievement Service
  - Gwent Police and Crime Commissioner

## **8. CONSULTATION**

- 8.1 The reports are based on data gathered across the service areas on implementing the Strategic Equality Plan and Welsh Language Scheme during 2014/2015.
- 8.2 A number of the officers shown at the end of this report as consultees, therefore contributed specific reporting information for different sections in the two full annual reports.

## **9. RECOMMENDATIONS**

- 9.1 It is recommended that members note the content of these annual reports and recommend that Cabinet endorse the submission of this information to the relevant Commissions by the date noted in 1.1.

## **10. REASONS FOR RECOMMENDATIONS**

- 10.1 By gathering all the required information together into these reports from the Council's service areas and from partnership working, and then publishing them, the Council is ensuring that it complies with its statutory duties under current Equalities and Welsh Language legislation.
- 10.2 More importantly, the reports also evidence the amount of positive work and good practice the Council is achieving to benefit those individuals and groups who fall under one or more of the protected characteristics and wider Equalities issues.

## 11. STATUTORY POWER

- 11.1 Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011  
Welsh Language (Wales) Measure 2011  
Human Rights Act 1998  
Local Government (Wales) Measure 2011

- Author - David A. Thomas, Senior Policy Officer (Equalities and Welsh Language)  
Ext 4353 [thomada@caerffili.gov.uk](mailto:thomada@caerffili.gov.uk)
- Consultees - Cllr Barbara Jones (Deputy Leader and Cabinet Member for Corporate Services)  
Cllr James Pritchard (Members Equalities Champion)  
Colin Jones, Head of Performance and Property  
Angharad Price, Barrister/Interim Deputy Monitoring Officer  
Jackie Dix (Policy and Research Manager)  
Anwen Rees (Equalities Training and Promotion Officer)  
John Elliot (Senior Research Officer)  
Ros Roberts, Performance Manager  
Liz Sharma (Consultation and Engagement Officer)  
Lynne Donovan (Personnel Manager)  
Liz Vicente and Ian Joynes (Human Resources)  
Simon Dixon (Disability Access Officer, Corporate Property)

***General consultation also undertaken with Equalities and/or Welsh Language Officers from:-***

City and County of Cardiff, Torfaen CBC, Blaenau Gwent CBC, Rhondda Cynon Taf CBC, Newport CC, Monmouthshire CC.

Appendices:

- Appendix 1 - Strategic Equality Plan Annual Report 2014  
Appendix 2 - Welsh Language Scheme Annual Monitoring and Improvement Report 2014

Background Papers:

Strategic Equality Plan 2012  
Welsh Language Scheme 2012-2015  
Equalities and Welsh Language Objectives and Action Plan 2012 - 2016  
Various Guidance Documents

*(These are available electronically for information on the relevant pages at - [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities))*



# Caerphilly County Borough Council Strategic Equality Plan Annual Monitoring and Improvement Report 2014 - 2015

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, regardless of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh, BSL or other language, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

Published 30<sup>th</sup> June 2015

A greener place  
Man gwyrddach



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## Introduction

Mainstreaming of Equalities work continued during 2014-2015 and this latest annual report not only contains the usual statistical data on staffing issues and complaints, but has an increased focus on case study examples where this mainstreaming and integration work can be seen to be put into practice.

The Council has also continued to work in partnership with organisations from the public, health, voluntary and private sectors and continues to be creative and innovative in delivering against its statutory duties. Caerphilly CBC now undertakes Equalities and Welsh language training, and Welsh language translation services, for 4 partner organisations under formal service level agreements.

A great deal of the Council's Equalities related information is already published in greater detail on the Equalities pages of the Council's website, available at:- [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).

The Council remains committed to ensuring that everyone within the county borough of Caerphilly is treated with equal respect and that their individual circumstances are not a barrier to them receiving the services they need from the Council or its partners.

In order for both this Equalities Annual Report and the equivalent Welsh Language Annual Report to be properly scrutinised and considered, they were taken together through the internal endorsement process via the Corporate Management Team on 21<sup>st</sup> May 2015, Policy and Resources Scrutiny Committee on 2<sup>nd</sup> June 2015 and then Cabinet on the 17<sup>th</sup> June 2015.

The annual reports were then submitted to the Equality and Human Rights Commission and Welsh Language Commissioner's Office on 30<sup>th</sup> June 2015. This ensures that both reports are published within their statutory deadlines.

The reports are also available to download in pdf format on the Council's website at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).

**Councillor Keith Reynolds**  
**Council Leader**  
**Caerphilly County Borough Council**

**Chris Burns**  
**Interim Chief Executive**  
**Caerphilly County Borough Council**

**This report is available in Welsh, and in other languages or formats on request.**  
**Mae'r adroddiad hwn ar gael yn Gymraeg, ac mewn ieithoedd neu fformatau eraill ar gais.**

# 1. Equality Impact Assessments

## Overview of the increased effectiveness of the EIA process within the Council during 2014-2015

Equality Impact Assessments (EIAs) covering Equalities and Welsh Language issues are undertaken on corporate policies and this progress began full implementation in February 2012, from when all council reports were required to contain an Equalities Implications heading.

As EIAs are a requirement of both the **Strategic Equality Plan 2012** and the **Welsh Language Scheme 2012**, the Council has an integrated assessment form to ensure a consistent approach.

General guidance for staff is available on the Equalities and Welsh Language intranet Portal, in the following document:



### 2014-2015 Data

The list of reports and projects can be found on the Assessing the Services page on the Council's website at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) - these have had either a full impact assessment on them or were sent to the Equalities and Welsh Language team for consultation comments.

**231** reports, policies and savings proposals were impact assessed or had consultation comments provided for them during the financial year, though

many did not have any significant or direct implications due to the subject matter and so did not require a full impact assessment.

This is a significant increase on the **157** reports and policies undertaken in 2013-2014 and more importantly, **43** individual assessments were undertaken on savings proposals for the Council's 2015-2016 budget and these are also published on the above web page link.

As part of this work around the budget setting process, the Council's Impact Assessment Form was updated in December 2014, and is shown in this report as **Appendix A**.

An evaluation of the older form that had been in use since 2012 identified that users needed some general notes on usage in addition to the Guidance document, which was not always referred to or known about by some staff who were tasked with completing the EIA form.

The Guidance document was re-circulated during 2014 to raise awareness of the help available but in December 2014, the EIA form was updated to include an introductory page covering the basics and a new question added, based on work undertaken by Rhondda Cynon Taf CBC - around mitigating factors that would help explain the context of some decisions and offset any potential negative impacts.

Impact assessments are part of a sequence of events that have to happen in order to fully embed Equalities and Welsh Language issues and so the Equalities Consultation and Monitoring Guidance document was also updated in order to reinforce the practice that proper and full consultation with groups and individuals representing the various protected characteristics helps make the EIA process that much more robust and straightforward.

See also this report's **Section 7** for information on the Equalities Consultation and Monitoring Guidance document update.

## 2. Discriminatory Bullying in Schools

### The Education, Schools and Equalities Report 2015

As reported to Education for Life Scrutiny in January 2015, school bullying in all its forms has a deeply negative effect on the pupils who are its victims, but discriminatory bullying can add an even more personal and hurtful element to the bullying that goes on.

But where discriminatory bullying incidents are not properly recorded, the true nature of that bullying can get overlooked, and any support offered may never tackle the root cause.

Since the Spring Term in the 2011-2012 academic year, termly reporting of discriminatory bullying incidents to the Directorate of Education has been a mandatory requirement, as part of wider bullying and equalities monitoring.

The positive work being undertaken by this Council is receiving publicity across the country, with a short article in Fyne Times reflecting the last few years' work. Fyne Times is a national publication covering LGBT issues but an edition in 2014 was specifically around homophobic bullying in Education. The article on Caerphilly's work is attached as [Appendix C](#) for information.

One area of concern that needs to be raised however is that discriminatory monitoring forms are not the only source of data available to the Directorate of Education, as hate incidents and hate crimes are also recorded by Gwent Police for example. Gwent Police have been called to schools in the county borough on a number of occasions due to the severity of the discriminatory incident, yet the schools concerned in those cases have submitted a Nil Return to the Directorate of Education for that term.

There have also been Freedom of Information requests made to schools on these issues, the results of which have been advertised in the media, that again show more incidents recorded by schools in this period than have been reported to the Directorate of Education.

Under the Council's Bullying Prevention Strategy (May 2012), there is a requirement to complete the Bullying Incident Recording Sheet to record individual critical incidents of bullying and forward them to the local authority within 24 hours. At the time of preparing the Education for Life Scrutiny report, there were none on record that noted any police involvement with schools.

The Directorate of Education, working with the council's Equalities and Welsh Language Team and the Regional Community Cohesion Officer, have provided schools with support and training around these issues. In October 2014, all schools in the county borough were sent a letter covering these issues to remind them of the importance of proper recording and monitoring of these incidents.

During the academic year 2013-2014, 16 primary schools, 8 comprehensive schools and 22 youth clubs were provided with Show Racism the Red Card training. Show Racism the Red Card is an anti-racism charity which aims to raise awareness amongst young people about racism in society. They make use of the powerful position of professional footballers and other sports stars as role models to deliver an anti-racism message. 2629 pupils in total received this training across the county borough.

The full evaluation report provided by Show Racism the Red Card can be found online at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) in the Equalities in Schools section, which is specifically devoted to providing schools with equalities related information and support.

Another charity that the Council worked with during the year for the first time was the Sophie Lancaster Foundation. It was established and became a registered charity in 2009 with the aim of providing workshops that would challenge the prejudice and intolerance towards people from alternative subcultures. It was set up by Sylvia Lancaster, a youth worker herself, and was named after her daughter who was attacked and murdered due to her appearance and mode of dress.

A session was arranged for members of staff from the Youth Service, with a view of up skilling existing staff with the knowledge to be able to deliver further sessions within youth clubs and schools across the county borough. 12 people attended the session, 10 were staff members and 2 from Barnardo's Cymru - Young Carers Project. Their feedback was unanimously positive and they are actively using the resources at sessions being held within the county borough with young people.

The council's Equalities and Welsh Language Team also worked with the Directorate of Education in 3 schools (including their governing bodies) to provide dedicated Equalities awareness sessions in response to situations that have arisen within their establishments.

Also during the academic year, Gwent Police through the 5 School Community Police Officers within Caerphilly CBC, have delivered a very high number of lessons on respect, bullying and diversity issues:-

- 86 Right or Wrong Lessons
- 88 Sticks and Stones Lessons at Primary Level
- 84 Save Me lessons at Secondary Level.

Support materials for all these lessons for both teachers and pupils can be found on [www.schoolbeat.org](http://www.schoolbeat.org).

The numbers of incidents being recorded each terms varies as a number of factors can influence the results, however it should be noted that *increasing* the number of reported incidents is a target in the Strategic Equality Plan 2012 to reflect better monitoring and identification of the incidents, and so when higher figures are recorded it does not necessarily mean that the situation is worsening.

Data collection and publishing of reports is always done using anonymised totals, with only examples of good practice by individual schools, or those that have had bespoke training being specifically named at any time.

Data is collected and reported in various ways to help identify trends, to target support and show that the Council and schools are complying with legal duties around these issues.

Discriminatory bullying is a matter of concern for every local authority, however this report helps demonstrate that Caerphilly county borough council and its partners are actively monitoring the situation and tackling the issues by working with partners to make positive progress each year.



### 3. Physical Access

#### The DDA Work Programme

The Council's Corporate Property Services Division continues to deliver improvements to make public buildings accessible for all via the DDA Work Programme. Each year a programme of work is arranged to update and improve the physical access capacity of a range of Council-owned buildings.

During 2014-2015, £42,000 of capital funding and £200,000 of revenue funding was used to upgrade properties across the county borough.

These included:

- 2 Caerphilly CBC corporate buildings
- 2 Countryside locations
- 2 community centres
- 2 community education centres
- 6 libraries
- 2 Social Services centres
- 5 leisure centres
- 22 schools
- 3 tourism sites

During the same financial year, **110** disability access audits were undertaken.

The Council's Disability Group continues to meet regularly to discuss the wide range of issues faced by people with disabilities, including housing, highways, access issues and any complaints that have been made.

Chaired by the Head of Service for Performance and Property, it includes representatives from a number of Council service areas, partner organisations and the voluntary sector to ensure that there is a cross-sector forum to take forwards the issues faced by so many residents of Caerphilly county borough.

## 4. Tailoring the Services

The examples below show how Council service areas have tailored their day-to-day work to suit the requirements and needs of individual service users - both excellent examples of putting Equalities related principles to practical use for the benefit of people in the county borough.

### a) **WHQS case study example - Meeting the specific physical requirements of households**

The Caerphilly WHQS (Wales Housing Quality Standards) team worked with the visually impaired tenant of a property in Bedwas, Caerphilly to design improvements to meet her specific needs.

The tenant previously experienced difficulties using her kitchen and bathroom, as a result of her visual impairment. She also rarely used the lights in her home as the glare from them made her unwell.

The use of matt tiles and worktops, contrast switches, improved and diffused lighting, along with the general use of contrast to identify critical areas has helped increase the tenant's safety and independence in her home.

The bath was also replaced with a walk in shower to enable easier access for the tenant.

### b) **Supported Living case study example - Meeting the specific personal requirements of individuals**

Staff based in a CCBC supported living scheme had raised an issue that a client who has learning disabilities was displaying same sex attraction but hadn't come out.

An LGBT awareness course was arranged for those staff as they wanted to raise their own awareness of LGBT issues to be able to provide advice and support to the client if the need arose, which would improve the way the client was being supported as an individual.

10 members of staff attended this session along with the client's social worker.

## 5. The Training Programme

### Overview of the academic year 2013-2014 and the partnership working through Service Level Agreements

Providing Equalities and Welsh Language courses are statutory duties under relevant legislation and the Council publishes a full Equalities and Welsh Language Training Report annually (based on academic year information) to demonstrate our commitment and progress.

The 2013-2014 report is therefore the most recent and is online on the dedicated Training page at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).



In total, **3517** course places were taken up across the range of Equalities and Welsh Language courses provided, making the year the most successful yet in delivering against the statutory duties.

Since April 2013, Caerphilly CBC has been providing Blaenau Gwent county borough council with Equalities and Welsh language training. This was set-up under a Service Level Agreement and in 2015, Newport has joined the partnership agreement.

The 2014-2015 annual report will be available by Autumn 2015 and this year will include a full Training Needs Analysis, being undertaken over the summer, to help the three partner-councils focus shrinking resources in partnership on what the priorities are in the region.

## 6. Diversity in the Workplace

### Improvements to the CCBC Payroll Data

As shown in greater detail in [Appendix B](#), further efforts were made to increase the numbers of those recorded on the *iTrent* payroll system and this has again delivered improved results for 2014-2015. Below are examples in two categories where clear improvements in the data recorded have been made over the last three years.

#### i) Religion and Belief

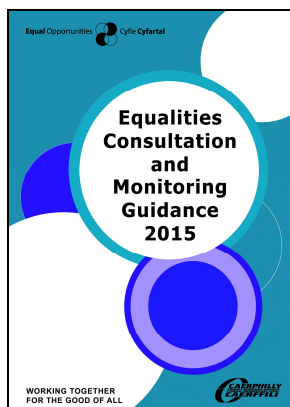
Religion or Belief (Corporate Totals)	31/03/13	31/03/14	31/03/15
Buddhist	1	2	2
Christian (All Denominations)	75	470	736
Hindu	0	2	3
Jewish	0	1	2
Muslim	0	1	2
Humanist	0	0	1
Sikh	0	1	1
No Religion	81	454	742
Undisclosed / Not Specified	9,411	8,603	7,705
Unwilling to Declare	N/A	N/A	96
Other	3	9	15
<b>Authority Total</b>	<b>9,571</b>	<b>9,543</b>	<b>9,305</b>

#### ii) Sexual Orientation

Sexual Orientation (Corporate Totals)	31/03/13	31/03/14	31/03/15
Bisexual	0	5	8
Gay	2	10	19
Heterosexual	167	961	1,523
Lesbian	1	8	10
Other	2	2	12
Undisclosed	9,312	8,411	7,587
Unwilling to Declare	87	142	146
<b>Authority Total</b>	<b>9,571</b>	<b>9,543</b>	<b>9,305</b>

## 7. Engagement and Participation

### Updating the CCBC Guidance Document



The Equalities Consultation and Monitoring Guidance document has been in place since 2011 but needed to be updated for several reasons.

As part of the increasing pressure on local authorities to reduce and restructure services and the increasing scrutiny on any decisions being made, the guidance was updated and recirculated in order to reinforce the practice that proper and full consultation with groups and individuals representing the various protected characteristics helps make the EIA process that much more robust and straightforward.

It also had to be updated as the section containing information on voluntary sector groups was in need of editing as a few had ceased to operate for a number of reasons.

The section on consultation questions was also expanded to roll out the new consultation question that was trialled last year. Instead of asking a series of statistical questions on the person being consulted with, a more open question is offered as an option asking how the specific project, proposal or policy would affect them as a individual. This allows people to express concerns or issues that affect them as individuals and can be a far more effective consultation tool than simply knowing that 55% of respondents were female for example.

The updated guidance can be found on the Council's external website at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) and on the intranet Portal for Council staff members and elected members.

## 8. The Landlords Project

### **A successful collaboration between the Council's Housing team, the Equalities and Welsh Language team and the TDS Charitable Foundation**

In the spring of 2014, Caerphilly CBC's Council's Housing team contacted the Equalities and Welsh Language team for advice following a number of recent examples of case law around tenancy issues that had equalities/discriminatory aspects to them.

The planned Common Housing Register in the county borough, together with the growing case law led to the two teams within the Council to work together to develop guidance to help all those who have landlord responsibilities (whether council, social or private) to understand the issues involved and to provide training opportunities to Housing staff, social and private landlords, and letting agencies.

As the work began to develop, it became clear that it brought together a much wider range of local and Welsh national strategies than had first been realised.

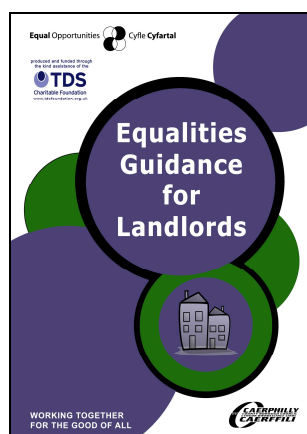
- The development of the Common Housing Register and common allocation policy,
- The Council's current Housing Allocations Policy,
- Caerphilly Delivers - the LSB single integrated plan
- The Council's Strategic Equality Plan and Objectives
- Community Cohesion and Hate Crime issues
- "Part 1 : Regulation of Private Rented Housing" of the Housing (Wales) Act 2014, which introduces a mandatory training element for all private sector landlords, operated by the licensing authority.

Landlords, whether council, social or private are provided with support and information on legal matters relating to building regulations, health and safety issues and a range of other practical matters that have an impact on their role. Little has been offered in the past however around Equalities-related guidance and the relationship between landlords, tenants and even neighbours.

The guidance document was therefore been developed to help landlords understand that the greater the level of understanding and information they and their tenants share in terms of Equalities issues, the better the business relationship will be.

Further, any potential problems or issues, if known about from the very beginning of the business relationship, could be used to the advantage of all parties and thus avoid simple things developing into costly legal action.

The guidance provides landlords with greater access to Equalities information and support when dealing with tenants from different backgrounds, or if issues arise between their tenants and neighbours for example. It also supports the relationship between different landlords, tenants and neighbours by potentially improving or avoiding dispute resolution between people of different backgrounds.



As producing Equalities guidance is a target for the Equalities and Welsh Language Team each year, initially the costs of producing and publishing the guidance document was part of core costs for the Council, met from the existing corporate budget.

The team are always looking for ways of securing additional funding and resources however, and thanks to the use of a system known as Grantfinder, a member of the team found a source of potential grant funding to support this project.

The Tenancy Dispute Service, known as the TDS Charitable Foundation, is the UK's leading provider of insurance based tenancy deposit protection, and works to advance education amongst landlords and tenants about private rented housing rights and obligations.

The TDS had £35,000 available in each quarter to fund projects which support this aim, and its first round of funding was made available in 2014/2015, where the Foundation invited bids of up to £20,000 for projects.

In its own press release the TDS noted that it was *“overwhelmed by applications from charities, tenant and landlord groups, local councils, and other organisations”* in the first round.

The Council’s Equalities and Welsh Language Team submitted a bid to the Foundation for £5,000 to both expand the print run for the guidance document and allow landlords in the county borough to access the Council’s Equalities and Welsh language training for free until March 2015.

£35,000 was available in the first round, however the Foundation received bid applications worth over £500,000. Caerphilly County Borough Council was one of only five bodies from around the UK (and the only one in Wales) to be successful and share in grants from the first round of national funding.

The guidance and the training provision were reported to the Caerphilly Homes Task Group (CHTG) on 30<sup>th</sup> October, with hard copies of the guidance and a press release from the TDS Charitable Foundation about the 1<sup>st</sup> round of funding included with the report as appendices. The CHTG were very positive about the guidance document and the shared training element.

These were also reported to the local homelessness forum and the Council’s Communications team issued a press release about the project. The pdf copies were placed on the Council’s updated website - under [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) in the Information and guidance section during November 2014.

A series of training sessions were booked in across the county borough for Housing staff, social and private landlords, and letting agencies and an experienced Equalities trainer, Helen Stephens, was brought in to deliver the sessions after being briefed on the target audience.

The training courses were delivered as follows:

- Moriah Church Hall, Risca - 25/11/14
- Rhymney Room, Penallta House, CCBC HQ, Ystrad Mynach - 02/12/14
- Tredomen Business Centre, Ystrad Mynach - 09/03/15
- ICE Centre, Britannia House, Van Road, Caerphilly - 18/03/15



Across the 4 sessions, 39 people attended:

- 25 private Landlords
- 6 Lettings Agents
- 6 Caerphilly CBC Housing staff
- 2 Rhondda Cynon Taf CBC employees

One member of the Council's Equalities and Welsh Language team attended an Equalities and Human Rights Commission (Wales) event on Monday 2<sup>nd</sup> Feb and took some of the booklets along to share out.

On the 6<sup>th</sup> March 2015, two member of the Council's Equalities and Welsh Language team and one from Housing attended a Tai Pawb conference at Cardiff International White Water Centre to give a presentation on the Council's Housing work and upcoming legislative changes, and the Landlords project as a specific section.

The link to their news page where they refer to the conference and the presentation is - <http://www.taipawb.org/article.aspx?nref=167>

## 9. Service Area Self-Evaluation

### **An update on changes in how the Council's service areas look at their own performance in terms of Equalities and Welsh Language**

During 2014, the service improvement plan process within the Council was updated to focus more on service delivery and self-evaluation, to include a range of data and intelligence to evaluate a service area's work and to draw a conclusion as to how effective that service is.

The Improvement legislation (2009) advises that each authority must 'assess' itself and then publish to the public how it has performed. The legislation recommends certain aspects to take into account when undertaking this work (e.g. analysing performance indicators) before publishing to the public, however, the legislation does not prescribe any specific model for doing so. This means it is up to the Council to decide how self-evaluation will be undertaken by its services within the Council.

The Auditor General for Wales has stated that he wishes to see public services developing their own abilities to constructively evaluate their services placing less reliance on the Regulatory bodies. This move can only be successful within an environment where self-evaluation is honest, consistent, robust and subject to challenge.

How well a service is performing can be subjective, for example a service could be financially sound however its customers may be dissatisfied with the service they are receiving, therefore, drawing on a range of data and intelligence is important in reaching a more accurate and overall judgement of performance. The self-evaluation should be based on evidence that should be readily available in the event of challenges.

The Self-Evaluation Template consists of 7 sections – Performance & Service Development Activity Assessment, Customer Assessment (what our customers say), Financial Assessment, Workforce Assessment, Auditors/Regulators assessment, Equalities and Welsh Language Assessment and 'Changes in the Landscape'.

The Equalities and Welsh Language Assessment is shown in **Appendix D** for this report, and a full report will be published on the Council's website in the Autumn of 2015 once all service area self-evaluation reports have been collated and analysed.

## 10. Complaints Data

**An analysis of the complaints received during 2014 - 2015 and an overview of the improved reporting and recording systems**

Section 4 v) of the **Strategic Equality Plan 2012** defines what is considered a complaint in terms of Equalities issues and is equivalent to the definition in section 3.2 of the **Welsh Language Scheme 2012**.

This is in order to maintain consistency of approach when dealing with any complaint of this nature as the Council operates an integrated Equalities and Welsh Language service.

### *v) Complaints*

- 4.12 A complaint can be defined as a situation where a member of the public, or a group, is not satisfied with the standard of a service, or the action or lack of action by the Council or a member of staff.**
- 4.13 All complaints will be dealt with in accordance with the corporate Complaints policy, but with the added need for translation of all incoming and outgoing correspondence on the matter, in line with the Welsh Language Scheme Editorial Policy and any other relevant translation or format issue.**
- 4.14 Complaints will be fully monitored by Equalities category and in which language or format they were initially made.**
- 4.15 Complaints can be made in writing, by telephone or via email to the Council's dedicated email address [complaints@caerphilly.gov.uk](mailto:complaints@caerphilly.gov.uk).**

Equalities and Welsh language complaints data now forms part of the quarterly reporting to the Audit Committee as part of the Corporate Complaints process where appropriate, and the Senior Policy Officer (Equalities and Welsh Language) is also now part of the corporate Learning From Complaints Group that meets quarterly to discuss specific and cross-cutting complaints.

Corporate complaints are those that are due to failure of process or failure to operate Council policy correctly. These are complaints that could ultimately be forwarded to the Public Services Ombudsman or Welsh Language Commissioner for example. Code of conduct issues around staff behaviour or attitude are dealt with via internal HR processes.

Equalities and Welsh Language complaints are however something of a hybrid, in that a failure of process may be as a result of the attitudes or opinions of a staff member towards a particular group for example.

During 2014 - 2015, there have been **40** instances that can be therefore classed as complaints under both schemes - **26** Welsh Language complaints and **14** Equalities related complaints.

The following tables are summaries of the complaints, though the full detail of each has been removed for this report to maintain the anonymity of those making the complaint.

**Table 10.1 - Complaints by Equalities Strand  
(following the categories listed in the CCBC Strategic Equality Plan)**

<b>Strand</b>	<b>Number</b>
General / Unspecified	4
Age	1
Disability	6
Gypsy and Traveller	0
Human Rights	0
Linguistic Skills	1
Marital Status	0
Nationality	0
Pregnancy and Maternity	0
Race	1
Religion or Belief	0
Sex (Gender)	0
Sexual Orientation	1
Gender Reassignment / Transgender	0
Welsh Language	26
<b>Totals</b>	<b>40</b>

**Table 10.2 - Complaints by Directorate**

DIRECTORATE	EQUALITIES	WELSH LANGUAGE	TOTALS
Corporate Services	1	10	11
Education	4	5	9
Social Services	1	0	1
Environment	8	11	19
<b>TOTALS</b>	<b>14</b>	<b>26</b>	<b>40</b>

**Table 10.3 - Complaints by Outcome**

DIRECTORATE	UPHELD	NOT UPHELD	PARTIALLY UPHELD	ONGOING
Corporate Services - Equalities	0	1	1	0
Corporate Services - Welsh Language	6	2	0	1
Education - Equalities	1	2	0	1
Education - Welsh Language	1	0	3	1
Social Services - Equalities	0	1	0	0
Social Services - Welsh Language	0	0	0	0
Environment - Equalities	3	3	0	2
Environment - Welsh Language	6	3	3	0
<b>TOTALS</b>	<b>17</b>	<b>12</b>	<b>7</b>	<b>5</b>

(NB - one Environment Welsh language complaint was in two related parts, one upheld, one partially upheld so the totals here show 1 outcome more than the actual totals in the other breakdowns)

- Upheld** = On investigation, the complaint was valid and therefore upheld.
- Not Upheld** = On investigation, the complaint was not valid and therefore not upheld.
- Partially Upheld** = If the allegation of process failure or conduct contained an element of discrimination, or the complaint was in more than one part, aspects may have been a valid complaint but other parts may not have been upheld.
- Ongoing** = At the time of preparing the report, no final date to close the complaint has been reached.

**Table 10.4 - Complaints by Timescales**

<b>TIMESCALES (IN WORKING DAYS)</b>	<b>EQUALITIES</b>	<b>WELSH LANGUAGE</b>	<b>TOTALS</b>
<b>0-10</b>	6	19	25
<b>11-20</b>	3	2	5
<b>21-50</b>	1	2	3
<b>51-70</b>	0	0	0
<b>71+</b>	1	1	2
<b>Ongoing (no final calculation yet)</b>	3	2	5
<b>TOTALS</b>	<b>14</b>	<b>26</b>	<b>40</b>

**(NB - these timescales cover the Equalities and Welsh language response elements to complaints and so in some cases may differ from the overall Council response time, where other departments also had contributions to make to the full and final response to the complainant.)**

The corporate target for responding in full to a complaint is 20 working days, therefore the overall performance shown here is very good, with 25 of the 35 completed issues dealt with in less than half that target time.

The two complaints of over 70 days involved a number of issues and were particularly complicated, so it should be noted that despite the length of time shown, the parties in both cases were kept in constant touch in order to update them on progress.

# EQUALITY IMPACT ASSESSMENT FORM

December 2014

## THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

<b>NAME OF NEW OR REVISED PROPOSAL*</b>	
<b>DIRECTORATE</b>	
<b>SERVICE AREA</b>	
<b>CONTACT OFFICER</b>	
<b>DATE FOR NEXT REVIEW OR REVISION</b>	

**\*Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

## INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities issues have been consciously considered throughout the decision making processes of the work undertaken by every service area in the Council and work done at a corporate level.

The form should be used if you have identified a need for a full EIA following the screening process covered in the Equalities Implications in Committee Reports Guidance document (available on the Equalities and Welsh Language Portal on the intranet).

The EIA should highlight any areas of risk and maximise the benefits of proposals in terms of Equalities. It therefore helps to ensure that the Council has considered everyone who might be affected by the proposal.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Welsh Language Measure 2011. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the Strategic Equalities Objectives and Action Plan 2012.

This approach strengthens work to promote Equalities by helping to identify and address any potential discriminatory effects before introducing something new or changing working practices, and reduces the risk of potential legal challenges.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the Equalities and Welsh Language Portal (the Committee report guidance mentioned above, the Consultation and Monitoring guidance) and the Council's Equalities and Welsh Language team can offer support as the EIA is being developed - the contact email is [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk).



## PURPOSE OF THE PROPOSAL

1	<p><b>What is the proposal intended to achieve?</b> <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p>
2	<p><b>Who are the service users affected by the proposal?</b> <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)</i></p>

## IMPACT ON THE PUBLIC AND STAFF

3	<p><b>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</b> <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p>
	<p><b><u>Actions required</u></b></p>

<b>4</b>	<p><b>What are the consequences of the above for specific groups?</b>  <i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people’s disability, race, gender, sexuality, age, language, religion/belief?)</i></p>
	<p><b><u>Actions required</u></b></p>

## INFORMATION COLLECTION

<b>5</b>	<p><b>Is full information and analysis of users of the service available?</b>  <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service? Does any savings proposal include an analysis of those affected?)</i></p>
	<p><b><u>Actions required</u></b></p>

## CONSULTATION

<b>6</b>	<p><b>What consultation has taken place?</b>  <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council’s Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p>
	<p><b><u>Actions required</u></b></p>

## MONITORING AND REVIEW

7	<p><b>How will the proposal be monitored?</b>  <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p>
	<p><b><u>Actions required</u></b></p>

8	<p><b>How will the above be evaluated?</b>  <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p>
	<p><b><u>Actions required</u></b></p>
9	<p><b>Have any support / guidance / training requirements been identified?</b>  <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equality training of some sort?)</i></p>
	<p><b><u>Actions required</u></b></p>

<b>10</b>	<p><b>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</b></p>
-----------	---

<b>11</b>	<p><b>What wider use will you make of this Equality Impact Assessment?</b>  <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p>
-----------	---

	<p><b><u>Actions required</u></b></p> <ul style="list-style-type: none"> <li>EIA, when completed, to be returned to <a href="mailto:equalities@caerphilly.gov.uk">equalities@caerphilly.gov.uk</a> for publishing on the Council's website.</li> </ul>
--	--

<b>Completed By:</b>	
<b>Date:</b>	
<b>Position:</b>	
<b>Name of Head of Service:</b>	

## Appendix B - CCBC Payroll Data Summary

The following information is high-level data of what the *iTrent* payroll system holds as at 31<sup>st</sup> March 2015 regarding the Caerphilly CBC workforce profile, in terms of protected characteristics and language ability of staff.

Both the Strategic Equality Plan and Welsh Language Scheme require recording of this information and by comparing those figures available at 31<sup>st</sup> March 2013 and 2014 with those at 31<sup>st</sup> March 2015 (and bearing in mind that relatively little external recruitment is being done) the increase in the numbers recorded has to be due to improved data-recording and data cleansing of existing staff records.

The **Unwilling to Declare** option was added to the payroll data across each category as an option during this financial year, as it had not been an option for every protected characteristic previously.

- Gender, Ethnicity and Disability data is shown by Directorate.
- Religion or Belief and Sexual Orientation data is currently shown by Corporate totals only. Data has again improved during the last financial year.
- Nationality has been included for the first time, by Corporate totals.
- Language Ability is available by Service Area but the data is provided here as Corporate totals for information.
- The numbers in all categories now also show Undisclosed and Unwilling To Declare, reducing the number of empty fields in the system and providing a more accurate staff overview.
- Other information categories within *iTrent* (i.e. certain ethnicities, languages, religions etc.) have not been presented as they are currently showing zero records.

Gender by Directorate	Male	Female	Undisclosed
Corporate Services	580	506	0
Directorate of Education & Lifelong Learning	867	3,895	0
Directorate of Social Services	196	1,308	0
Directorate of the Environment	957	1,462	0
<b>Authority Total</b>	<b>2,532</b>	<b>6,773</b>	<b>0</b>

Disability by Directorate	Disability Recorded	Unwilling to declare
Corporate Services	25	5
Directorate of Education & Lifelong Learning	71	2
Directorate of Social Services	31	0
Directorate of the Environment	64	1
<b>Authority Total</b>	<b>182</b>	<b>8</b>

<b>Ethnicity by Directorate</b>	<b>White</b>	<b>BME</b>	<b>Undisclosed</b>	<b>Unwilling to declare</b>
Corporate Services	1,051	12	21	2
Directorate of Education & Lifelong Learning	4,365	33	362	2
Directorate of Social Services	1,451	24	29	0
Directorate of the Environment	2,268	11	139	1
<b>Authority Total</b>	<b>8,697</b>	<b>79</b>	<b>524</b>	<b>5</b>

<b>Religion or Belief (Corporate Totals)</b>	<b>Numbers</b>
Buddhist	2
Christian (All Denominations)	736
Hindu	3
Jewish	2
Muslim	2
Humanist	1
Sikh	1
No Religion	742
Undisclosed	7,705
Unwilling to Declare	96
Other	15
<b>Authority Total</b>	<b>9,305</b>

<b>Sexual Orientation (Corporate Totals)</b>	<b>Numbers</b>
Bisexual	8
Gay	19
Heterosexual	1,523
Lesbian	10
Other	12
Undisclosed	7,587
Unwilling to Declare	146
<b>Authority Total</b>	<b>9,305</b>

<b>Nationality (Corporate Totals)</b>	<b>Numbers</b>
British (Not Channel Islands or IOM)	487
English	44
Irish	3
Northern Island	2
Scottish	6
Welsh	1,164
Other	19
Undisclosed	7,576
Unwilling to Declare	4
<b>Total</b>	<b>9,305</b>

<b>Language Ability (Other than English) (Corporate Totals)</b>	<b>Numbers</b>
Arabic	1
Braille	16
Breton	1
BSL (British Sign Language)	70
Croatian	1
Dutch	1
French	67
German	26
Greek	1
Hebrew	1
Hindi	2
Hungarian	1
Italian	8
Kurdish	1
Makaton Sign Language	2
Malayalam	2
Nepali	1
Rumanian	3
Russian	2
Serbian	1
Spanish	19
Tamil	1
Turkish	2
Welsh	511
<b>(No staff total is recorded as some staff speak more than two languages)</b>	

## **APPENDIX C**

### **FYNE TIMES ARTICLE ON CAERPHILLY COUNTY BOROUGH COUNCIL'S DISCRIMINATORY BULLYING WORK**



A greener place  
Man gwyrdach



## Tackling Homophobic Bullying in Schools - improve the information being held about it and you improve the opportunities to tackle it effectively.



Since 2012, Caerphilly county borough council has worked with schools to develop better monitoring and better support for pupils and teachers in dealing with homophobic bullying. The full report on what we had done around all forms of discriminatory bullying up until December 2013 can be found online.

School bullying in all its forms has a deeply negative effect on the pupils who are its victims but discriminatory bullying

can add an even more personal and hurtful element to the bullying that goes on. But where homophobic, or other forms of discriminatory bullying, are not recorded as such with in the general school bullying figures, the true nature of that bullying can get overlooked, and any support offered may never tackle the root cause.

Developing discriminatory bullying monitoring to cover 10 areas of pupil identity has meant that the Council now has

recorded data on homophobic incidents in schools. Since the trial term in 2012, there is now two full academic years' worth of data to be able to identify patterns, trends and target support at any schools where there seems to be ongoing problems.

There are 97 education establishments that provide monitoring data and the summary of the reported homophobic data across the 7 school terms is shown in the table below.

Summer Term 2012 (pilot term)	Autumn Term 2012	Spring Term 2013	Summer Term 2013	Autumn Term 2013	Spring Term 2014	Summer Term 2014
7	2	1	2	3	5	1

Bullying of this kind is too big an issue for one school, or one governing body or one council department to tackle alone, it's something that needs all the partners to work on together.

Since the last report, we have begun providing training sessions in schools using the

"Homophobia: Let's Tackle It" educational resource, delivered by Show Racism the Red Card. Update reports on discriminatory bullying are also presented to elected members through the Education for Life Scrutiny Committee, and to the Community Cohesion Forum.

as part of the reporting on all hate crime and incidents in the county borough.

We are delighted that in Caerphilly county borough, though there's still so much more to do, we're taking the right steps to tackle homophobia in schools.

[www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) or [www.caerffili.gov.uk/cydraddold eb](http://www.caerffili.gov.uk/cydraddold eb)

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## APPENDIX D

### EXTRACT FROM CAERPHILLY COUNTY BOROUGH COUNCIL'S SERVICE AREA SELF-EVALUATION TEMPLATE 2015

## 6. Equalities and Welsh Language Assessment

This aim of this section is to provide an assessment of how Equalities and Welsh Language considerations impact on your service area's plans, or how your work impacts on different groups in the community.

Think about the previous self-evaluation sections you have completed and consider whether your current performance has Equalities and Welsh Language requirements embedded in them, has service development or financial planning issues been properly Equality Impact Assessed, do you consult with a wide range of different groups where necessary, has your service area had any complaints that contain Equalities or Welsh Language aspects to them, how accurate is your Workforce profile in terms of the staff's Equalities and language data and have you had any feedback on these issues from any Auditing or Regulatory body you provide reports to as part of your function?

*(Support in completing this section is available from the Equalities and Welsh Language team - [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk)).*

### Section Evaluation

***What does the Equalities and Welsh Language evidence say about our service?***

### Section Analysis

***After consideration of the data, what:***

- Are the main challenges facing the service and its delivery?
- Are the key service contractions/improvements/enhancements that are needed?
- Actions will deliver those key service contractions/improvements/enhancements?
- Are the main risks and challenges to the organisation and services in securing those changes?  
Do any of the identified risks require to be escalated to a Directorate or whole authority level?  
*If yes, please ensure these are discussed with your Director and transferred to the Corporate and Directorate Risk Register via the Corporate Performance Management Unit.*
- Can be concluded about the performance of the service?

# Welsh Language Scheme Annual Monitoring and Improvement Report 2014 - 2015

Prepared in accordance with the requirements of the



Comisiynydd y  
Gymraeg  
Welsh Language  
Commissioner

30<sup>th</sup> June 2015

A greener place  
Man gwyrddach

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## Introduction

Caerphilly County Borough Council remains committed to providing the best bilingual service possible to residents and visitors, both fluent Welsh speakers and those who are learning the language, children and young people and adults alike.

The Council's 5<sup>th</sup> Welsh Language Scheme was approved by the Council on 13<sup>th</sup> March 2012 along with the first Strategic Equality Plan. The Council is implementing both policies, together with a fully integrated action plan under both, in order to maximise the use of resources by mainstreaming the full range of work required, much of which is similar.

This report reflects progress made during the 2014-2015 financial year and looking ahead, in moving into the final operational year of both policies, despite the problems noted in this report under the Complaints section and some lack of progress in certain areas, the integrated approach has proved successful in embedding Welsh language issues into many areas of the Council's work.

A great deal of internal discussion and debate has already taken place around the new Welsh Language Standards, and this will continue when the draft Compliance Notice is received in June 2015, in order to prepare for any new action plan ready for 2016.

In order for Welsh Language matters to be properly scrutinised and considered, the annual report has been through the internal endorsement process via the Corporate Management Team on 21<sup>st</sup> May 2015, Policy and Resources Scrutiny Committee on 2<sup>nd</sup> June 2015 and then Cabinet on the 17<sup>th</sup> June 2015.

The annual report was then presented to the Welsh Language Commissioner's Office on the 30<sup>th</sup> June 2015.

It is also available to download in pdf format on the Council's website on the dedicated Welsh Language page at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).

Related information on Welsh Language issues can also be found on the Linguistic Skills page, the Equalities Guidance page and the Equalities Training page and in the other documents mentioned throughout this report.

**Councillor Keith Reynolds**  
**Leader**  
**Caerphilly County Borough Council**

**Chris Burns**  
**Interim Chief Executive**  
**Caerphilly County Borough Council**

**This report is available in Welsh, and in other languages or formats on request.  
Mae'r adroddiad hwn ar gael yn Gymraeg, ac mewn ieithoedd neu fformatau eraill ar gais.**

# Annual Monitoring and Improvement Report 2014 - 2015

## 1. Welsh Language Scheme Compliance

Section 5 of the Welsh Language Scheme includes the 6 specific Welsh Language Indicators (**WLI 1-6**) as part of a set of 24 actions.

ACTION	OUTCOME	PROGRESS
<p><b>WL Indicator 3</b> To ensure that Welsh Language issues are an integral part of all e-Government projects.</p>	<p>Internal systems are upgraded to be able to record language choice of users, bilingual front-end interfaces are created etc.</p>	<p>Ongoing as standard practice.</p>
<p>To make 40% of website available in Welsh during the first year, minimum of 10% increase per year afterwards on a rolling programme basis (HTML web pages - this % target does not include pages in downloadable documents).</p>	<p>Demonstrable progress during 2012/2013 on key sections of the website so that Welsh speakers have an increased ability to access online council services and information in Welsh.</p>	<p>See <b>Section 2) ii</b> of this report for further information.</p>
<p>Update of Welsh Language Scheme Editorial Policy.</p>	<p>Greater awareness of bilingual requirements amongst new and existing staff.</p>	<p>Completed, but will be updated with the introduction of the Welsh Language Standards.</p>
<p>To develop an updated set of minimum standards for Council publications.</p>	<p>Council publications comply with the different requirements of the updated Equalities and Welsh Language legislation.</p>	<p>Ongoing as standard practice.</p>
<p>Development of a new Public Engagement Strategy and updating of related guidance to ensure that public engagement/consultation exercises properly take into account equality issues and include all groups in the community to obtain a broad range of opinion.</p>	<p>All public engagement/consultation exercises reflect the requirements of the Equalities duties.</p>	<p>Ongoing as standard practice.</p>
<p>To identify appropriate methods of promoting Council services to different and specific groups in the community and to ensure that the new Public Engagement Strategy reflects appropriate methods of communication.</p>	<p>Use of all forms of media, language and format that are appropriate for engaging with all sections of the community.</p>	<p>Ongoing as standard practice.</p>

ACTION	OUTCOME	PROGRESS
To identify service needs of specific groups and identify the barriers to accessing services and the actions required to remove those barriers.	Ensuring robust methods of data collection and analysis for all public engagement exercises including surveys, complaints and other available means, to identify specific actions necessary to ensure that individual service needs are considered and met.	Ongoing as standard practice.
To undertake 4 Welsh Language projects in partnership with the Menter Iaith.	Projects undertaken by the Menter Iaith that would not be able to be achieved by the Council alone.	Completed.
To ensure consistent, accurate and robust collation and recording of employee information in terms of Equality data utilising the capacity of the iTRENT payroll database with ongoing data cleansing. Also <b>WL Indicator 5.</b>	Production of anonymised Equalities and Welsh Language quarterly staffing reports based on ongoing data collection and cleansing exercises for publication and use in the Annual Equalities reports.	See <b>Section 2 i)</b> , <b>Section 3) i</b> and <b>Appendix A</b> of this report for staff data.
To offer staff, elected members and partner organisations a comprehensive Equalities training programme and continue to increase course provision and course take-up. Also <b>WL Indicator 4.</b>	Council staff, elected members and staff from partner organisations are appropriately trained in Equalities issues and a quarterly list of Equalities courses produced and circulated.	See <b>Section 4</b> of this report for summary details. The full Training report is online at <a href="http://www.caerphilly.gov.uk/equalities">www.caerphilly.gov.uk/equalities</a>
To monitor the number and percentage of elected members and staff who have received training in Equalities and Welsh language. Also <b>WL Indicator 4.</b>	Annual Report prepared at the conclusion of each academic year and after consultation with officers and training partners, and submission to Policy and Resources Scrutiny Committee, published on the website during the Autumn.	See <b>Section 4</b> of this report for summary details. The full Training report is online at <a href="http://www.caerphilly.gov.uk/equalities">www.caerphilly.gov.uk/equalities</a>
To offer staff the opportunity to form their own workplace support networks for specific groups - initial meeting organised centrally with future meetings being the responsibility of the group.	Groups or networks are set up for those wishing to have them, both for mutual support and in order to provide the EEG and other groups with suggestions and comments.	Ongoing as standard practice but no groups are currently running.
To issue supplementary guidance corporately or to service areas on specific areas of work.	Minimum of 3 sets of guidance to be produced per year.	See <b>Section 5) ii)</b> of this report for information on supplementary guidance.

ACTION	OUTCOME	PROGRESS
To distribute quarterly Equalities and language skills statistics to assist with service planning in relation to Service Improvement Plans.	Quarterly statistics circulated to Heads of Service.	See <a href="#">Section 6) i</a> for progress information.
<b>WL Indicator 2</b> To undertake a corporate exercise with HR and Service Managers to identify posts where Welsh skills would be essential. Also other language skills e.g. BSL where relevant.	A number of agreed posts in every Service Area have a linguistic element as a basic part of the job description. Alternatively, a team-based approach could be adopted if more practical.	No progress since last year's report, but still planned and tied in to the <i>iTrent</i> data cleansing work.
To develop full proposals for a Language Services Directory.	Directory produced and distributed.	No progress since last year's report, but still planned and tied in to the <i>iTrent</i> data cleansing work.
To ensure that arrangements are in place to strategically monitor the progress of the Strategic Equality Plan (SEP) and Welsh Language Scheme (WLS) and to produce annual monitoring and improvement reports on the progress achieved and any areas of concern, and overall compliance with statutory duties.	Annual reports submitted for approval to Corporate Management Team, Policy and Resources Scrutiny and Cabinet internally and then submitted to the relevant bodies.  Ad hoc information reports to be produced where relevant or where specifically requested.	Completed each year by the deadline date. See also <a href="#">Section 7 ii)</a> for additional information.
To adopt and implement a standing directive that reports presenting new or updated policies and initiatives carry an assessment of the likely impact of the SEP and WLS.	Reports demonstrate clear links to the Equalities and Welsh Language agenda.	See <a href="#">Section 5) i</a> for progress information.
To produce a corporate list of policies, strategies and plans and update the list regularly.	Updated list produced and made available quarterly.	See <a href="#">Section 5) i</a> for progress information.
Each service to ensure that it has equality targets in its Service Improvement Plan (SIP).	Using SIP reports and EIAs undertaken, services will mainstream Equalities issues in their own action plans.	See <a href="#">Section 6) i</a> for progress information.
Undertake annual Equality audit of all Service Improvement Plans to establish progress each service has made.	Report produced showing good practice and areas for improvement for following year.	See <a href="#">Section 6) i</a> for progress information.
Each service area to undertake Equality Impact Assessments (EIAs) on all policies.	EIAs undertaken and published on CCBC website.	See <a href="#">Section 5) i</a> for progress information.



ACTION	OUTCOME	PROGRESS
<p>To monitor the number and type of complaints received that contain an Equalities aspect and whether they are dealt with in accordance with corporate standards and provide appropriate training if required. Also <b>WL Indicator 6</b>.</p>	<p>Complaints reporting will be part of the annual report.</p>	<p>See <b>Section 2) iii</b> for the 2014-2015 information.</p>
<p>To ensure that Council contract specifications include an Equalities and Welsh Language pre-tender questionnaire and include the Equality in Procurement Policy as standard information. Also <b>WL Indicator 1</b>, specifically :-</p> <ul style="list-style-type: none"> <li>(i) care services</li> <li>(ii) youth and leisure services</li> <li>(iii) pre-school provision</li> </ul>	<p>All contractors are aware of their Equalities and Welsh Language responsibilities when discharging functions on behalf of the Council.</p>	<p>See <b>Section 3) ii</b> for general details.</p>

## 2. Welsh Language Front Line Services

### *i) Welsh Language Indicator 2 - an ability to guarantee a Welsh language service at main receptions, contact centres or one stop shops*

#### **Payroll Data**

As shown in detail in **Appendix A**, despite still showing relatively low numbers of Welsh speakers recorded as employed by the Council, the efforts made to increase the numbers of those recorded (in terms of Welsh Language and other categories in the Equalities and Language data held on **iTrent**) has again delivered improved results for 2014-2015.

This year's figures stand at **511** as at the end of March 2015 compared with **406** as at the same period last year.

### *ii) The Updated CCBC Website*

The corporate website was re-launched in November 2014 with a new design and updated content.

Though the website was not fully bilingual at the relaunch, 10 major sections were translated and online by that date, and a rolling programme of further sections has continued covering 20 other areas.

It is now estimated that over 50% of the new site is bilingual with more sections going online each month.

One issue that has arisen is around the micro-sites (i.e. the stand-alone sections not specifically part of the corporate site) and that is a priority for the coming year, but due to limited resources the main site relaunch took priority at the time.

A full analysis of the site by the Web team in IT is due to take place over the summer of 2015.

### **iii) Welsh Language Indicator 6 - Standards of Service**

Section 3.2 of the **Welsh Language Scheme 2012** defines what is considered a complaint in terms of the Welsh Language and is in line with the Council's overall Complaints Procedure :-

#### **3.2 COMPLAINTS**

- 3.2.1 A complaint can be defined as a situation where a member of the public, or a group, is not satisfied with the standard of a service, or the action or lack of action by the Council or a member of staff. In the context of the Welsh Language Scheme, complaints can be further defined in two ways:-
- i) Complaints in Welsh that concern a specific service area;
  - ii) Complaints in either language, concerning the implementation of the Welsh Language Scheme itself.
- 3.2.2 All complaints will be dealt with in accordance with the corporate Complaints policy, but with the added need for translation of all incoming and outgoing correspondence on the matter, in line with the Editorial Policy (see **Appendix A**).
- 3.2.3 Complaints can be made in writing, by telephone or by email to the Council's dedicated address **complaints@caerphilly.gov.uk**.

Significant changes and improvements have been made to the way Welsh Language complaints, along with all other wider Equalities complaints, are recorded, monitored and reported upon internally.

Equalities and Welsh language complaints data (when relevant) now forms part of the quarterly reporting to the Audit Committee as part of the Corporate Complaints process, and the Senior Policy Officer (Equalities and Welsh Language) is also now part of the corporate Learning From Complaints Group that meets quarterly to discuss specific and cross-cutting complaints.

Corporate complaints are those that are due to failure of process or failure to operate Council policy correctly. These are complaints that could ultimately be forwarded to the Public Services Ombudsman or Welsh Language Commissioner for example.

Code of conduct issues around staff behaviour or attitude are dealt with via internal HR processes. Equalities and Welsh Language complaints are however something of a hybrid, in that a failure of process may be as a result of the attitudes or opinions of a staff member towards a particular group for example.

During 2014 - 2015, there have been **40** instances that can be therefore classed as complaints under both schemes - **26** Welsh Language complaints and **14** Equalities related complaints. Over the next few pages, the following tables are summaries of the complaints, though the full detail of each has been removed for this report to maintain the anonymity of those making the complaint.

## Complaints by Directorate

DIRECTORATE	EQUALITIES	WELSH LANGUAGE	TOTALS
Corporate Services	1	10	11
Education	4	5	9
Social Services	1	0	1
Environment	8	11	19
<b>TOTALS</b>	<b>14</b>	<b>26</b>	<b>40</b>

## Complaints by Outcome

DIRECTORATE	UPHELD	NOT UPHELD	PARTIALLY UPHELD	ONGOING
Corporate Services - Equalities	0	1	1	0
Corporate Services - Welsh Language	6	2	0	1
Education - Equalities	1	2	0	1
Education - Welsh Language	1	0	3	1
Social Services - Equalities	0	1	0	0
Social Services - Welsh Language	0	0	0	0
Environment - Equalities	3	3	0	2
Environment - Welsh Language	6	3	3	0
<b>TOTALS</b>	<b>17</b>	<b>12</b>	<b>7</b>	<b>5</b>

**(NB - one Environment Welsh language complaint was in two related parts, one upheld, one partially upheld so the totals here show 1 outcome more than the actual totals in the other breakdowns)**

<b>Upheld</b>	<b>=</b>	<b>On investigation, the complaint was valid and therefore upheld.</b>
<b>Not Upheld</b>	<b>=</b>	<b>On investigation, the complaint was not valid and therefore not upheld.</b>
<b>Partially Upheld</b>	<b>=</b>	<b>If the allegation of process failure or conduct contained an element of discrimination, or the complaint was in more than one part, aspects may have been a valid complaint but other parts may not have been upheld.</b>
<b>Ongoing</b>	<b>=</b>	<b>At the time of preparing the report, no final date to close the complaint has been reached.</b>

## Complaints by Timescales

TIMESCALES (IN WORKING DAYS)	EQUALITIES	WELSH LANGUAGE	TOTALS
0-10	6	19	25
11-20	3	2	5
21-50	1	2	3
51-70	0	0	0
71+	1	1	2
Ongoing (no final calculation yet)	3	2	5
<b>TOTALS</b>	<b>14</b>	<b>26</b>	<b>40</b>

**(NB - these timescales cover the Equalities and Welsh language response elements to complaints and so in some cases may differ from the overall Council response time, where other departments also had contributions to make to the full and final response to the complainant.)**

The corporate target for responding in full to a complaint is 20 working days, therefore the overall performance shown here is very good. 19 of the 26 Welsh Language complaints were dealt with in less than half the corporate target timescale.

The Welsh Language complaint of over 70 days involved a number of issues and was one that involved the complaint escalating to the Welsh Language Commissioner. It should be noted however that despite the length of time shown, all parties were kept in constant touch in order to update them on progress.

2 complaints in total were escalated to the Welsh Language Commissioner formally, with one further complaint being copied in but with no further action required. In both formal cases, the Welsh Language Commissioner's Office were satisfied with how the Council subsequently responded to and dealt with those issues.

## Complaint Themes

22 of the 26 Welsh Language complaints can be classed as "process" issues, where council policy has not, or allegedly had not, been followed properly in terms of providing written material, or web pages, in Welsh for example.

The remaining 4 can be classed as "prevention", where an individual has alleged that the Council's failure to provide a Welsh language face-to-face or telephone service in Welsh has prevented them being able to speak Welsh with a council employee or representative.

### 3. Scheme Management and Administration

#### *i) Welsh Language Indicator 5 - Language Ability*

The ability to record Welsh language issues in terms of staff data and analysis is an integral part of the payroll system within Caerphilly County Borough Council. Financial year-end figures to 31<sup>st</sup> March 2015 show the following numbers:-

Directorate	Total Staff	Welsh Speakers	Percentage
Corporate Services	1,086	104	9.58
Social Services	1,504	66	4.39
Environment Group	2,419	80	3.31
Education and Lifelong Learning	4,762	275	5.77
<b>Total</b>	<b>9,305</b>	<b>511</b>	<b>5.49</b>

The full year-end breakdown of Council staff's Welsh Language ability for 2014 - 2015 can be seen in [Appendix A](#).

#### *Staff Language Choice*

One system improvement to note is that *iTrent* now allows Welsh speaking members of staff to record their own language choice, and currently **7** staff members have opted to have any correspondence from HR sent to them in Welsh. No active language choice offer has yet been made across the board, but this will happen as the Welsh Language Standards come into force.

#### *ii) Welsh Language Indicator 1 - Procurement*

Previous Annual Monitoring and Improvement Reports have noted how corporately, Equalities and Welsh Language requirements have been included in all Pre-Tender Questionnaires from the Procurement team, included in Social Services Commissioning guidance and in the specific contract requirements in Building Consultancy.

Tenders submitted are monitored for compliance with the questions asked in Equality in Procurement documents, and if any indicate they do not or cannot comply, they are signposted to support and guidance on adopting or developing Welsh Language Schemes of their own.

Records for 2014-2015 indicate that **154** contracts have been offered for tender by the Council's Procurement section, and **1192** companies invited to tender for them.

## 4. Linguistic skills: comparing service needs and capacity

### i) *Welsh Language Indicator 4 - Welsh in the Workplace Training and Language Awareness Training*

By the current academic year 2014-2015, **1429** of the Council's staff and staff of partner organisations have now been on conversational Welsh classes ranging from taster courses for absolute beginners, up to and including 'A' level courses.

Academic Year	Year courses	Taster Courses	Total Learners	(Numbers withdrawn)
2001 – 2002	46	0	46	( 0 )
2002 – 2003	66	0	66	(11)
2003 – 2004	84	37	121	(17)
2004 – 2005	70	43	113	(15)
2005 – 2006	61	77	138	(10)
2006 – 2007	66	27	93	(12)
2007 – 2008	68	38	106	(7)
2008 – 2009	43	58	101	(9)
2009 – 2010	48	50	98	(13)
2010 – 2011	50	33	83	(1)
2011 – 2012	52	21	73	(2)
2012 – 2013	52	22	74	(3)
2013 – 2014	61	142	203	(16)
2014 – 2015	56	58	114	(13)
<b>TOTALS</b>	<b>823</b>	<b>606</b>	<b>1429</b>	<b>(129)</b>

The lower numbers attending this year, and the higher percentage of those withdrawing from courses, appear mainly to be due to increasing work pressures as services contract. The introduction of the Welsh Language Standards may have the opposite effect in future but this trend will be closely monitored.

In preparation for the Urdd Eisteddfod in May 2015 (being hosted by Caerphilly CBC at Llancaich Fawr Manor), a Mynediad 1 Welsh course was arranged for the staff there in order to assist them in dealing with the Welsh speaking visitors to the national event and to increase their skills longer term for future visitors.

The full training report for the academic year 2013-2014 can be found online at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) on the Training page, and the report for the academic year 2014-2015 will be published there by the Autumn of 2015.

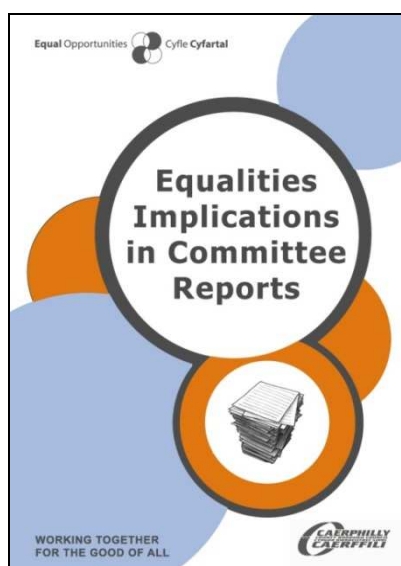
## 5. Mainstreaming

### i) *Impact Assessments on New and Updated Policies*

Equality Impact Assessments (EIAs) covering Equalities and Welsh Language issues are undertaken on corporate policies and this progress began full implementation in February 2012, from when all council reports were required to contain an Equalities Implications heading.

As EIAs are a requirement of both the **Strategic Equality Plan 2012** and the **Welsh Language Scheme 2012**, the Council has an integrated assessment form to ensure a consistent approach.

General guidance for staff is available on the Equalities and Welsh Language intranet Portal, in the following document:



### 2014-2015 Data

The list of reports and projects can be found on the Assessing the Services page on the Council's website at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) - these have had either a full impact assessment on them or were sent to the Equalities and Welsh Language team for consultation comments.

**231** reports, policies and savings proposals were impact assessed or had consultation comments provided for them during the financial year, though many did not have any significant or direct implications due to the subject matter and so did not require a full impact assessment.

This is a significant increase on the **157** reports and policies undertaken in 2013-2014 and more importantly, **43** individual assessments were undertaken on savings proposals for the Council's 2015-2016 budget and these are also published on the above web page link.



As part of this work around the budget setting process, the Council's Impact Assessment Form was updated in December 2014, and is shown in this report as **Appendix C**.

An evaluation of the older form that had been in use since 2012 identified that users needed some general notes on usage in addition to the Guidance document, which was not always referred to or known about by some staff who were tasked with completing the EIA form.

The Guidance document was re-circulated during 2014 to raise awareness of the help available but in December 2014, the EIA form was updated to include an introductory page covering the basics and a new question added, based on work undertaken by Rhondda Cynon Taf CBC - around mitigating factors that would help explain the context of some decisions and offset any potential negative impacts.

Impact assessments are part of a sequence of events that have to happen in order to fully embed Equalities and Welsh Language issues and so the Equalities Consultation and Monitoring Guidance document was also updated in order to reinforce the practice that proper and full consultation with groups and individuals representing the various protected characteristics helps make the EIA process that much more robust and straightforward.

## **ii) *Supplementary Guidance to CCBC staff***

As noted in the introduction, since 2012 the overall aim of the Council's approach has been to integrate and mainstream Welsh Language issues alongside the wider Equalities agenda, into all aspects of the work undertaken by the various service areas.

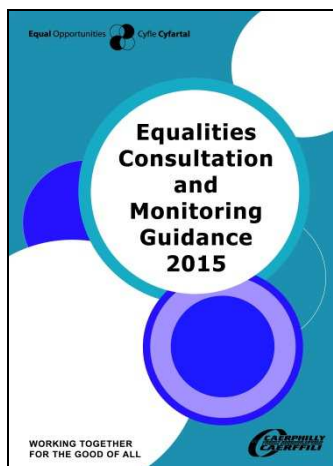
The supplementary guidance produced this year in many ways reflects that approach. One existing document has been updated during the year and two new ones have been developed.

Each covers a totally different subject matter as it's main function, but each ensure that the Welsh Language is an integral part of that function.

One is a corporate resource, one is a specific service area resource but has been shared across the UK already, and the third is a resource that has received hugely positive feedback within the council, the county borough and across Wales.

These documents can be found on the Council's external website at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) and on the intranet Portal for Council staff members and elected members.

## ***a) Equalities Consultation and Monitoring Guidance***



The Equalities Consultation and Monitoring Guidance document has been in place since 2011 but needed to be updated for several reasons.

As part of the increasing pressure on local authorities to reduce and restructure services and the increasing scrutiny on any decisions being made, the guidance was updated and recirculated in order to reinforce the practice that proper and full consultation with groups and individuals representing the various protected characteristics helps make the EIA process that much more robust and straightforward.

It also had to be updated as the section containing information on voluntary sector groups was in need of editing as a few had ceased to operate for a number of reasons.

The section on consultation questions was also expanded to roll out the new consultation question that was trialled last year. Instead of asking a series of statistical questions on the person being consulted with, a more open question is offered as an option asking how the specific project, proposal or policy would affect them as an individual.

This allows people to express concerns or issues that affect them as individuals and can be a far more effective consultation tool than simply knowing that 25% of respondents were Welsh speakers for example.

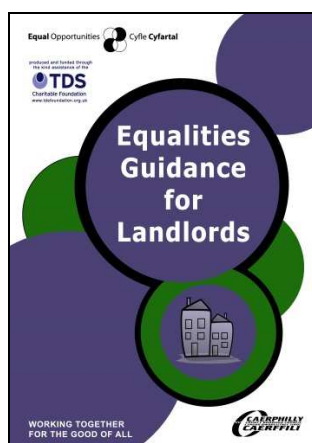
Getting qualitative feedback from Welsh speakers about their experiences, either positive or negative is also more in line with the aims of the Welsh Language Standards and “More Than Just Words” in terms of identifying where the rights of Welsh speakers may have been denied, or to identify good practice to use as case study examples across other service areas.

## ***b) The Landlords Project and Guidance Document***

Though at first glance this may appear to be more relevant to the Equalities agenda than the Welsh Language one, this is perhaps the best example of the integration and mainstreaming work mentioned previously, to embed Welsh Language issues as a norm within very different areas of work.

In the spring of 2014, Caerphilly CBC's Council's Housing team contacted the Equalities and Welsh Language team for advice following a number of recent examples of case law around tenancy issues that had equalities/ discriminatory aspects to them.

Landlords, whether council, social or private are regularly provided with support and information on legal matters relating to building regulations, health and safety issues and a range of other practical matters that have an impact on their role. Little has been offered in the past however around Equalities and Welsh Language related guidance and those aspects of the relationship between landlords, tenants and even neighbours.



The bilingual guidance document provides landlords with greater access to Equalities and Welsh Language information and support when dealing with tenants from different backgrounds. The guidance is split into five sections and two appendices.

Section 1	-	Introduction and Background
Section 2	-	Case Law Example
Section 3	-	Know your Tenant - a Practical Guide
Section 4	-	Community Cohesion and Hate Crime
Section 5	-	Training Opportunities
Appendix A	-	Model Tenant Monitoring Form
Appendix B	-	List of Contact Organisations

As producing Equalities guidance is a target for the Equalities and Welsh Language Team each year, initially the costs of producing and publishing the bilingual guidance document was part of core costs for the Council, met from the existing corporate budget.

The team are always looking for ways of securing additional funding and resources however, and thanks to the use of a system known as Grantfinder, a member of the team found a source of potential grant funding to support this particular project.

The Tenancy Dispute Service, known as the TDS Charitable Foundation, is the UK's leading provider of insurance based tenancy deposit protection, and works to advance education amongst landlords and tenants about private rented housing rights and obligations.

The TDS had £35,000 available in each quarter to fund projects which support this aim, and its first round of funding was made available in 2014/2015, where the Foundation invited bids of up to £20,000 for projects. In a press release the TDS noted that it was "*overwhelmed by applications from charities, tenant and landlord groups, local councils, and other organisations*" in the first round.

The Council's Equalities and Welsh Language Team submitted a bid to the Foundation for £5,000 to both expand the print run for the guidance document and allow landlords in the county borough to access the Council's Equalities and Welsh language training for free until March 2015.

£35,000 was available in the first round, however the Foundation received bid applications worth over £500,000. Caerphilly County Borough Council was one of only five bodies from around the UK (and the only one in Wales) to be successful and share in grants from the first round of national funding.

The guidance and the training provision were reported to the Caerphilly Homes Task Group (CHTG) on 30<sup>th</sup> October, with hard copies of the guidance and a press release from the TDS about the 1<sup>st</sup> round of funding included with the report as appendices.

The CHTG were very positive about the guidance document and the shared training element. It was also reported to the local homelessness forum and the Council's Communications team issued a press release about the project.

The pdf copies were placed on the Council's updated website - under [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities) in the Information and guidance section during November 2014.

A series of Equalities and Welsh Language awareness training sessions were booked in across the county borough for Housing staff, social and private landlords, and letting agencies and an experienced Equalities trainer, Helen Stephens, was brought in to deliver the sessions after being briefed on the target audience.

The training courses were delivered as follows:

- Moriah Church Hall, Risca - 25/11/14
- Rhymney Room, Penallta House, CCBC HQ, Ystrad Mynach - 02/12/14
- Tredomen Business Centre, Ystrad Mynach - 09/03/15
- ICE Centre, Britannia House, Van Road, Caerphilly - 18/03/15

Across the 4 sessions, 39 people attended:

- 25 private Landlords
- 6 Lettings Agents
- 6 Caerphilly CBC Housing staff
- 2 Rhondda Cynon Taf CBC employees

One member of the Council's Equalities and Welsh Language team attended an Equalities and Human Rights Commission (Wales) event on Monday 2<sup>nd</sup> Feb and took some of the booklets along to share out.

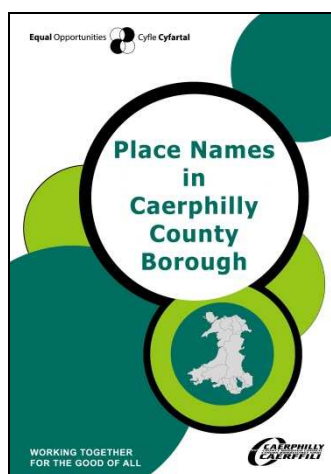
On the 6<sup>th</sup> March 2015, two member of the Council's Equalities and Welsh Language team and one from Housing attended a Tai Pawb conference at Cardiff International White Water Centre to give a presentation on the Council's Housing work and upcoming legislative changes, and the Landlords project as a specific section.

The link to their news page where they refer to the conference and the presentation is - <http://www.taipawb.org/article.aspx?nref=167>

In terms of Welsh Language relevance, aside from being fully bilingual, the guidance document's Training information includes a range of Welsh Language courses, the Model Monitoring Form allows the tenants to note to the landlords if they are Welsh speakers, and the Contact Organisations include the Urdd and the local Menter Iaith.

The 39 people attending the training sessions were also provided with basic information about Welsh Language issues and legislation in Wales alongside the wider Equalities agenda.

### **c) Place Names Booklet**



When the Council's first Welsh Language Scheme was launched in 1998, the Council's Highways department contacted the Welsh Language Officer to get an alphabetical list of the place names in the area to ensure that the bilingual signage being put in place from then on had the correct translations in both languages and also were correct in terms of use of capital letters and hyphens and other such issues.

What began as that list evolved by 2014 into a detailed booklet containing not only the basic place names information but also grid references, phonetic spellings and a history of the way that place name has changed and developed over the years, some as much as over a thousand years. As such, it has become a resource that covers Welsh language issues, history and heritage and geography.

A number of presentations have been made on the place names booklet, in English and Welsh, to local community and history groups and to classes of Welsh learners. The booklet has also been distributed at the annual conference of the Welsh Place Names Society.

### **iii) Diwrnod Shwmae October 2014**

The Council took part in 'Diwrnod Shwmae' on 15<sup>th</sup> October 2014, by promoting the use of the Welsh language across the organisation and showing that the Welsh language belongs to everyone – fluent speakers, learners or even those who may be shy of using their Welsh language skills.

Members of the Equalities and Welsh Language team were located in the Penallta House Glass Restaurant between noon and 2pm on the day, offering an opportunity for staff to sign a pledge to agree to promote and support Welsh in the workplace in return for some promotional merchandise, which included the branded Cymraeg lanyard, a Diwrnod Shwmae mug and copies of the Place Names Booklet. 108 people signed the pledge, the first being the Interim Chief Executive, and the list includes both staff and elected members.

## 6. Analysis of Performance by Priority and Target

### *j) Service Delivery and Self-Evaluation*

During 2014, the service improvement plan process within the Council was updated to focus more on service delivery and self-evaluation, to include a range of data and intelligence to evaluate a service area's work and to draw a conclusion as to how effective that service is.

The Improvement legislation (2009) advises that each authority must 'assess' itself and then publish to the public how it has performed. The legislation recommends certain aspects to take into account when undertaking this work (e.g. analysing performance indicators) before publishing to the public, however, the legislation does not prescribe any specific model for doing so. This means it is up to the Council to decide how self-evaluation will be undertaken by its services within the Council.

The Auditor General for Wales has stated that he wishes to see public services developing their own abilities to constructively evaluate their services placing less reliance on the Regulatory bodies. This move can only be successful within an environment where self-evaluation is honest, consistent, robust and subject to challenge.

How well a service is performing can be subjective, for example a service could be financially sound however its customers may be dissatisfied with the service they are receiving, therefore, drawing on a range of data and intelligence is important in reaching a more accurate and overall judgement of performance. The self-evaluation should be based on evidence that should be readily available in the event of challenges.

The Self-Evaluation Template consists of 7 sections – Performance & Service Development Activity Assessment, Customer Assessment (what our customers say), Financial Assessment, Workforce Assessment, Auditors/Regulators assessment, Equalities and Welsh Language Assessment and 'Changes in the Landscape'.

The Equalities and Welsh Language Assessment is shown in **Appendix D** for this report, and a full report will be published on the Council's website in the Autumn of 2015 once all service area self-evaluation reports have been collated and analysed.

## 7. Publishing Information on Performance

### *i) General Performance*

The Council publishes information on its performance every year in the form of a public summary as hard copy and electronically, and also in Newline, the Council's own newspaper.

### *ii) Welsh Language Performance*

This annual monitoring and improvement report, once debated and approved internally within the Council, will then be submitted to the Welsh Language Commissioner's Office and then published on the Equalities section of the Council's website, along with other data on language matters - [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).

A full Equalities training report is published in the Autumn each year on the previous academic year, and this also contains all the Welsh language training provided.

### *iii) Other Information*

The Council's website contains information and a pdf document currently giving 7 financial years' worth of information on Translation costs, split into three sections covering Welsh, BSL and other spoken languages. There is also some narrative to give context and background. The 2014-2015 figures are currently being compiled and will be added to the pdf document over the summer.

This information can be found at [www.caerphilly.gov.uk/equalities](http://www.caerphilly.gov.uk/equalities).



## 8. Team Information

The Equalities and Welsh Language Team currently sit within the Policy Unit, in the Performance and Property Division under Corporate Services.

There are six posts in the team, four being translators and the other two working on corporate Equalities and Welsh Language issues across the Council's service areas.

The team is located in the Council's headquarters at Penallta House in Ystrad Mynach.

**Senior Policy Officer  
(Equalities and Welsh Language)  
Telephone: 01443 864353**

**Equalities Training and Promotion Officer  
(includes all Welsh Language training)  
Telephone: 01443 864404**

**3 x Welsh Language Translators  
Telephone: 01443 864344  
Telephone: 01443 864377  
Telephone: 01443 864414**

**1 x Welsh Language Translator  
(Vacant Post)**

**Caerphilly County Borough Council,  
Policy Unit,  
Performance and Property Division,  
Penallta House (1<sup>st</sup> Floor),  
Tredomen Park,  
Ystrad Mynach,  
CF82 7PG.**

**Email contacts:-**

[cymraeg@caerffili.gov.uk](mailto:cymraeg@caerffili.gov.uk)

[equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk)

## APPENDIX A -

### LINGUISTIC PROFILE OF WORKFORCE - WELSH LANGUAGE ABILITY BY SERVICE AREA AND FLUENCY AS AT 31<sup>st</sup> MARCH 2015

#### i) OVERALL STAFF FIGURES

	Total Staff	Welsh Speakers	%
<b><i>Corporate Services</i></b>			
Corporate Finance	146	15	10.27
Housing	324	25	7.72
Human Resources	79	5	6.33
Information Technology & Citizen Engagement	206	19	9.22
Legal and Governance	65	9	13.84
Performance & Property	79	11	13.92
WHQS Programme	167	20	11.98
Procurement Services	18	2	11.11
<b><i>Total</i></b>	<b>1,086</b>	<b>104</b>	<b>9.58</b>
<b><i>Directorate of Social Services</i></b>			
Adult Services	1,168	47	4.02
Business Support	35	4	11.43
Children's Services	284	15	5.28
<b><i>Total</i></b>	<b>1,504</b>	<b>66</b>	<b>4.39</b>
<b><i>Environment Group</i></b>			
Community & Leisure Services	1,216	14	1.15
Engineering and Transport	254	8	3.15
Planning & Regeneration	365	37	10.14
Public Protection	750	23	3.07
<b><i>Total</i></b>	<b>2,419</b>	<b>80</b>	<b>3.31</b>

	Total Staff	Welsh Speakers	%
<b>Directorate of Education &amp; Lifelong Learning</b>			
Learning, Education and Inclusion	461	105	22.78
Lifelong Learning and Planning & Strategy	566	64	11.30
Schools	3,805	111	2.92
<b>Total</b>	<b>4,762</b>	<b>275</b>	<b>5.77</b>
<b>COUNCIL TOTALS</b>	<b>9,305</b>	<b>511</b>	<b>5.49</b>

## NOTES

- As with previous reports, the figures in **B i)** above are the total number of people per directorate who have completed the Linguistic Skills form noting Welsh Language skills.
- The figures shown in **B ii)** to **B v)** that follow refer to levels of fluency of Welsh speakers per service area and cannot be compared directly with the totals shown in **B i)** because for example, in Housing (the second section below in **B ii)** the "Quite Well" column refers to a staff member who can read, speak, understand and write quite well, not 4 different members of staff.

ii) CORPORATE SERVICES

Corporate Finance	Fluently	Quite Well	Moderately	A Little	Level Undisclosed
Reading		2	2	9	2
Speaking/Use		2	2	9	2
Understanding		1	1	12	1
Writing			2	11	2
<b>Total Staff</b>	<b>15</b>				

Housing	Fluently	Quite Well	Moderately	A Little	Level Undisclosed
Reading	1	2		14	8
Speaking/Use	1	1	1	18	4
Understanding	2	1		20	2
Writing	1	2		13	9
<b>Total Staff</b>	<b>25</b>				

Human Resources	Fluently	Quite Well	Moderately	A Little	Level Undisclosed
Reading	2	1		2	
Speaking/Use	2	1		2	
Understanding	2	1		2	
Writing	2	1		1	1
<b>Total Staff</b>	<b>5</b>				

IT & Citizen Engagement	Fluently	Quite Well	Moderately	A Little	Level Undisclosed
Reading	4	2	2	10	1
Speaking/Use	4	2	1	12	
Understanding	5	1	3	10	
Writing	5	1	1	11	1
<b>Total staff</b>	<b>19</b>				

Legal & Governance	Fluently	Quite Well	Moderately	A Little	Level Undisclosed
Reading		2	2	3	2
Speaking/Use		2	2	4	1
Understanding		2	2	4	1
Writing		2	2	3	2
<b>Total staff</b>	<b>9</b>				

<b>Performance &amp; Property</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	4		1	6	
<b>Speaking/Use</b>	4			7	
<b>Understanding</b>	4			7	
<b>Writing</b>	4			7	
<b>Total staff</b>	<b>11</b>				

<b>WHQS Programme</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	1		2	14	3
<b>Speaking/Use</b>	1		1	17	1
<b>Understanding</b>	1		3	16	
<b>Writing</b>	1		1	13	5
<b>Total staff</b>	<b>20</b>				

<b>Procurement</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>					2
<b>Speaking/Use</b>				1	1
<b>Understanding</b>					2
<b>Writing</b>					2
<b>Total staff</b>	<b>2</b>				

### iii) DIRECTORATE OF SOCIAL SERVICES

<b>Adult Services</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	11	14	4	14	4
<b>Speaking/Use</b>	11	7	12	16	1
<b>Understanding</b>	12	10	6	16	3
<b>Writing</b>	9	12	8	13	5
<b>Total staff</b>	<b>47</b>				

<b>Business Support</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	1			3	
<b>Speaking/Use</b>			1	3	
<b>Understanding</b>			1	3	
<b>Writing</b>		1		3	
<b>Total staff</b>	<b>4</b>				

<b>Children's Services</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	2		2	8	3
<b>Speaking/Use</b>	2		2	8	3
<b>Understanding</b>	2		1	11	1
<b>Writing</b>	2		2	6	5

	<b>Total staff</b> 15
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iv) **ENVIRONMENT GROUP**

<b>Engineering &amp; Transport</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	2	2	2	2	
<b>Speaking/Use</b>	2	3	1	2	
<b>Understanding</b>	2	3	1	2	
<b>Writing</b>	2	1	3	2	
<b>Total staff</b>	<b>8</b>				

<b>Planning &amp; Regeneration</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	6	4	4	20	3
<b>Speaking/Use</b>	5	2	5	24	1
<b>Understanding</b>	6	3	4	22	2
<b>Writing</b>	5	2	3	22	5
<b>Total staff</b>	<b>37</b>				

<b>Community and Leisure Services</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	1		6	6	1
<b>Speaking/Use</b>	1		5	6	2
<b>Understanding</b>	1		5	7	1
<b>Writing</b>	1		5	6	2
<b>Total staff</b>	<b>14</b>				

<b>Public Protection</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	4	2	2	11	4
<b>Speaking/Use</b>	4	1	1	15	2
<b>Understanding</b>	2	2	3	13	3
<b>Writing</b>	3	2	2	12	4
<b>Total staff</b>	<b>23</b>				

v) **DIRECTORATE OF EDUCATION & LIFELONG LEARNING**

<b>Learning Education &amp; Inclusion</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	11	7	6	48	33
<b>Speaking/Use</b>	9	6	9	70	11
<b>Understanding</b>	8	9	8	74	6
<b>Writing</b>	8	7	8	44	38
<b>Total staff</b>	<b>105</b>				

<b>Lifelong Learning &amp; Planning &amp; Strategy</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	6	4	7	35	12
<b>Speaking/Use</b>	7	4	7	42	4
<b>Understanding</b>	7	4	5	44	4
<b>Writing</b>	6	4	5	35	14
<b>Total staff</b>	<b>64</b>				

<b>Schools</b>	<b>Fluently</b>	<b>Quite Well</b>	<b>Moderately</b>	<b>A Little</b>	<b>Level Undisclosed</b>
<b>Reading</b>	62	6	6	31	6
<b>Speaking/Use</b>	61	6	5	37	2
<b>Understanding</b>	24	5	7	32	43
<b>Writing</b>	60	6	6	32	7
<b>Total staff</b>	<b>111</b>				



## Appendix B - Updated Equality Impact Assessment Form 2014

# EQUALITY IMPACT ASSESSMENT FORM

December 2014

## THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

<b>NAME OF NEW OR REVISED PROPOSAL*</b>	
<b>DIRECTORATE</b>	
<b>SERVICE AREA</b>	
<b>CONTACT OFFICER</b>	
<b>DATE FOR NEXT REVIEW OR REVISION</b>	

**\*Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

## INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities issues have been consciously considered throughout the decision making processes of the work undertaken by every service area in the Council and work done at a corporate level.

The form should be used if you have identified a need for a full EIA following the screening process covered in the Equalities Implications in Committee Reports Guidance document (available on the Equalities and Welsh Language Portal on the intranet).

The EIA should highlight any areas of risk and maximise the benefits of proposals in terms of Equalities. It therefore helps to ensure that the Council has considered everyone who might be affected by the proposal.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and the Welsh Language Measure 2011. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the Strategic Equalities Objectives and Action Plan 2012.

This approach strengthens work to promote Equalities by helping to identify and address any potential discriminatory effects before introducing something new or changing working practices, and reduces the risk of potential legal challenges.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the Equalities and Welsh Language Portal (the Committee report guidance mentioned above, the Consultation and Monitoring guidance) and the Council's Equalities and Welsh Language team can offer support as the EIA is being developed - the contact email is [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk).

# PURPOSE OF THE PROPOSAL

<b>1</b>	<p><b>What is the proposal intended to achieve?</b>  <i>(Please give a brief description of the purpose of the new or updated proposal by way of introduction.)</i></p>
<b>2</b>	<p><b>Who are the service users affected by the proposal?</b>  <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc.)</i></p>

# IMPACT ON THE PUBLIC AND STAFF

<b>3</b>	<p><b>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</b>  <i>(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)</i></p>
	<p><b><u>Actions required</u></b></p>
<b>4</b>	<p><b>What are the consequences of the above for specific groups?</b>  <i>(Has the service delivery been examined to assess if there is any indirect affect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people’s disability, race, gender, sexuality, age, language, religion/belief?)</i></p>
	<p><b><u>Actions required</u></b></p>

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## INFORMATION COLLECTION

<b>5</b>	<b>Is full information and analysis of users of the service available?</b> <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more groups? If so, what has been done to address any difference in take up of the service? Does any savings proposal include an analysis of those affected?)</i>
	<b><u>Actions required</u></b>

## CONSULTATION

<b>6</b>	<b>What consultation has taken place?</b> <i>(What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have the Council's Equalities staff been consulted? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i>
	<b><u>Actions required</u></b>

## MONITORING AND REVIEW

<b>7</b>	<b>How will the proposal be monitored?</b> <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i>
	<b><u>Actions required</u></b>

8	<p><b>How will the above be evaluated?</b>  <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p>
	<p><b><u>Actions required</u></b></p>

9	<p><b>Have any support / guidance / training requirements been identified?</b>  <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equality training of some sort?)</i></p>
	<p><b><u>Actions required</u></b></p>

10	<p><b>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</b></p>
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<b>11</b>	<p><b>What wider use will you make of this Equality Impact Assessment?</b>  <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p>
	<p><b><u>Actions required</u></b></p> <ul style="list-style-type: none"> <li>EIA, when completed, to be returned to <a href="mailto:equalities@caerphilly.gov.uk">equalities@caerphilly.gov.uk</a> for publishing on the Council's website.</li> </ul>

<b>Completed By:</b>	
<b>Date:</b>	
<b>Position:</b>	
<b>Name of Head of Service:</b>	

## APPENDIX C

### EXTRACT FROM CAERPHILLY COUNTY BOROUGH COUNCIL'S SERVICE AREA SELF-EVALUATION TEMPLATE 2015

#### 6. Equalities and Welsh Language Assessment

This aim of this section is to provide an assessment of how Equalities and Welsh Language considerations impact on your service area's plans, or how your work impacts on different groups in the community.

Think about the previous self-evaluation sections you have completed and consider whether your current performance has Equalities and Welsh Language requirements embedded in them, has service development or financial planning issues been properly Equality Impact Assessed, do you consult with a wide range of different groups where necessary, has your service area had any complaints that contain Equalities or Welsh Language aspects to them, how accurate is your Workforce profile in terms of the staff's Equalities and language data and have you had any feedback on these issues from any Auditing or Regulatory body you provide reports to as part of your function?

*(Support in completing this section is available from the Equalities and Welsh Language team - [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk)).*

#### Section Evaluation

***What does the Equalities and Welsh Language evidence say about our service?***

#### Section Analysis

***After consideration of the data, what:***

- Are the main challenges facing the service and its delivery?
- Are the key service contractions/improvements/enhancements that are needed?
- Actions will deliver those key service contractions/improvements/enhancements?
- Are the main risks and challenges to the organisation and services in securing those changes? Do any of the identified risks require to be escalated to a Directorate or whole authority level? *If yes, please ensure these are discussed with your Director and transferred to the Corporate and Directorate Risk Register via the Corporate Performance Management Unit.*

- Can be concluded about the performance of the service?





## CABINET – 17TH JUNE 2015

**SUBJECT: MAINTENANCE OF COMMUNITY SCHEMES FUNDING 2015/2016**

**REPORT BY: CORPORATE DIRECTOR SOCIAL SERVICES**

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### **1. PURPOSE OF REPORT**

- 1.1 To seek approval for the allocation of funding from the Maintenance of Community Schemes Budget for 2015/2016 and for the permanent transfer of this budget from Miscellaneous Finance to relevant service budgets.

### **2. SUMMARY**

- 2.1 The Council has allocated funding to support the maintenance of community schemes. The Community Schemes budget for 2015/16 is £258,000. This report seeks Cabinet's approval for the allocation of that budget in accordance with proposals set out in tabular form in paragraph 4.7.

### **3. LINKS TO STRATEGY**

- 3.1 Maintaining community schemes contributes to all five Priorities within the Caerphilly Local Service Board single integrated plan, Caerphilly Delivers, and Objectives 1 and 3 of the Council's Strategic Equality Plan 2012.

### **4. THE REPORT**

- 4.1 The Council has allocated funding over previous years for the maintenance of community schemes. For example, the type of work carried out by the NCS Community Response Team includes the repair of seats, the replacement of vandalised street furniture and hard landscaping and other small items of maintenance work. Works of this type are well received by Members and the community because they attend to items that would not normally be picked up in other mainstream budgets. In addition, high profile schemes such as repainting of street furniture in town centres along with planting projects have helped the county borough become a more attractive place for residents and visitors alike. Some of the budget has been allocated for funding the maintenance of schemes that have been initiated by the community (e.g. playgrounds, Multi Use Games Areas (MUGAs), etc) and is very important where day-to-day maintenance issues are not otherwise provided for.
- 4.2 The community partnership allocation has helped to take forward small community focused projects, empowering local community groups and at the same time adding to the sense of a well kept county borough. Over this last year these have included: planters, fencing, Community Centre building repairs, drop kerbs and handrails. During 2014/15 the allocation to the Greener Caerphilly partnership has provided support for 7 projects including training courses for dry stone walling and hedge laying, river clean-ups and energy efficiency work for community buildings. It is proposed that an allocation for these types of projects continues for 2015/16.

4.3 The allocation to parks and cemeteries funded a number of projects in 2014/15 including:

- Highball fencing, Pengam Play Area
- Replace slabs and Tarmac paths, Oakdale Welfare
- New fencing & gate, Fochriw Playing Field
- Replace barriers Abertysswg Fields
- Drainage works to former Bedwellty School Fields
- Drainage Works to Brithdir Soccer Pitch
- New Gates at Bargoed Park, Playing Fields
- Drainage works to field, Maes McLaren Field, Abertysswg (Colliery Sump Water)
- New knee rail & fencing, St Andrews Drive, Pontllanfraith
- New knee rails & gate Top playing field, Old Colliery, Llanbradach
- New Gate/Barrier at Pontlottyn Welfare.

4.4 The allocation to the Allotment Strategy in the last year funded the clean up and re-instatement of plots to bring back into use at Woodfieldside, School Street, Tirphil and Shingrig Allotments, Nelson. The provision of a Maintenance budget for community schemes in 2014/15 allowed for 3 new play items and general repairs to several Community Play areas. It is also proposed to continue to provide support for the Invasive Species Officer. Over 1100 sites are being treated in the county borough for invasive plants, primarily Japanese Knotweed but also Giant Hogweed and Himalayan Balsam, totalling an area of over 490,000 square metres.

4.5 Our main towns will receive an allocation to reflect the aim of the council to keep its county borough clean and attractive and to support the Town Centre Management function in each. An allocation of funding to the Probation Trust together with a contribution from Community and Leisure Services in respect of a vehicle will allow continuation of Community Payback involvement in graffiti removal, environmental improvements and clean up campaigns.

4.6 The Community Schemes budget is £258,000 for 2015/16. The proposed allocation of this budget results from proposals developed by the Officer Maintenance Group representing relevant functions from the Environment Directorate. These are laid out in more detail in the table in paragraph 4.7 below.

4.7 It is proposed that an allocation for the above projects continues for 2015/16 as follows:

PROPOSAL	Allocation £000,s
Community Response Team (NCS) plus materials	100
Urban Renewal (town centre areas of Caerphilly, Bargoed, Risca, Blackwood, Ystrad Mynach)	20
Community Partnerships (items identified by Community Regeneration Officers)	35
Litter bins - improvement or replacement	10
Invasive Plant Species Officer - contribution to salary	15
Parks to be allocated to cemeteries, parks east and parks west	40
Greener Caerphilly	10
Community Payback (graffiti removal, community clean-ups)	10
Allotment Strategy Implementation	8
Maintenance budget for community schemes	10
<b>TOTAL</b>	<b>258</b>

4.8 The Community Schemes budget was reduced from £400,000. A significant amount of the funding funds posts to deliver the initiatives outlined and therefore the degree of flexibility over distribution of this budget has been very much reduced. Consequently, it is proposed that the

budget is permanently transferred from Miscellaneous Finance into relevant service budgets in accordance with the allocation currently proposed for 2015/16 in 4.7 above. This will allow for more efficient and effective management of the budget alongside relevant service budgets. It will also allow service managers to bring forward options in relation to the Medium Term Financial Plan from 2016/17 onwards.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 The empowerment aspect of the community partnership allocation is especially important for minority groups in the community as they often feel less empowered due to their particular circumstances. Further, the work undertaken in improving seating, pathways and reducing anti-social behaviour has a greater positive impact on elderly and disabled people in the community. Finally, the Community Payback involvement in dealing with graffiti supports the swift removal of graffiti that may contain discriminatory, extremist or hate crime phrases.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 There are no financial implications other than those referred to in Section 4 above. The transfer of the Community Schemes budget will allow this funding to be managed more efficiently with other core service budgets and to be considered within the Medium Term Financial Strategy from 2016/17 as appropriate.

## **7. PERSONNEL IMPLICATIONS**

- 7.1 There are no personnel implications.

## **8. CONSULTATIONS**

- 8.1 The report has been sent to the consultees listed below and there are no consultation responses that have not been reflected within the report.

## **9. RECOMMENDATIONS**

- 9.1 Cabinet is asked to approve the suggested allocation of the Community Schemes budget set out in paragraph 4.7 and the permanent transfer of the budget from Miscellaneous Finance to relevant service budgets.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 In order to allocate resources to the maintenance of community schemes.

## **11. STATUTORY POWER**

- 11.1 The allocation of these funds is a Cabinet function  
Local Government Acts 1972 and 2000

Author: Rob Hartshorn: Head of Public Protection  
Consultees: Councillor Nigel George, Cabinet Member for Community & Leisure  
Councillor Ken James, Cabinet Member for Regeneration  
Councillor Tom Williams, Cabinet Member for Highways  
Dave Street, Corporate Director, Social Services

Terry Shaw, Head of Engineering Services  
Pauline Elliott, Head of Regeneration and Planning  
Mark S Williams, Head of Community & Leisure Services  
Stephen Harris, Interim Head of Corporate Finance  
Mike Eedy, Finance Manager  
Sian Phillips, HR Manager  
Gail Williams, Interim Head of Legal Services & Monitoring Officer  
David A. Thomas, Senior Policy Officer (Equalities and Welsh Language)  
Allan Dallimore, Team Leader, Urban Renewal  
Tina McMahon, Community Regeneration Manager  
Graham Parry, Highways Operations Group Manager  
Tony White, Waste Strategy and Operations Manager  
Paul Cooke, Team Leader, Sustainable Development  
Lyndon Ross, Senior Environmental Health Officer  
Phil Griffiths, Principal Planner, Countryside  
Derek Price, Parks and Outdoor Facilities Manager



## CABINET – 17TH JUNE 2015

**SUBJECT: FORMER NEWBRIDGE LIBRARY**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND S151 OFFICER**

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### 1. PURPOSE OF REPORT

- 1.1 To seek Cabinet approval to formally market the former Newbridge Library site for sale on the open market, as a result of no interest being received from an earlier disposal process previously agreed by Cabinet on 12th November 2014.

### 2. SUMMARY

- 2.1 The former Newbridge Library site was declared surplus to the requirements of the holding Service and no on-going operational use has been identified.
- 2.2 Cabinet, on 12<sup>th</sup> November 2014, resolved to adopt Option 2 set out in the report:
- To dispose of the Council's interest, either through a freehold sale or leasehold disposal to those external parties who present the most favourable business case.
  - A further Cabinet report be submitted outlining Asset Management Group (AMG) recommendations for the preferred end use following consideration of any business proposal submitted.
  - The decision regarding the detailed terms of the sale or lease be delegated to the Head of Performance and Property and Cabinet Member for Performance Property and Asset Management.
- 2.3 Following Cabinet's decision, a formal assessment process was established to take Option 2 forward.
- 2.4 The deadline date for submissions was Monday, 13th April and of the 4 initial expressions of interest, no applications were received.
- 2.5 As the building remains vacant and the responsibility of the Council, Cabinet is now asked to approve that the site can be formally marketed for sale on the open market.
- 2.6 Following approval, it is requested to delegate the decision regarding the detailed terms of the sale to the Head of Performance and Property in consultation with the Cabinet Member for Performance, Property and Asset Management.

### 3. LINKS TO STRATEGY

- 3.1 Under its approved Asset Management Objectives, the Authority aims to manage its land and buildings effectively, efficiently, economically, and provide a safe, sustainable and accessible living and working environment for all users.

3.2 The Authority has a medium term financial plan (MTFP), which includes cost saving targets resulting from the disposal of assets.

#### **4. THE REPORT**

4.1 The former Newbridge Library site was declared surplus to the requirements of the holding Service and no on-going operational use has been identified.

4.2 Following building closure, there were a limited number of enquiries regarding the future use of the site, one of which from a community organisation. As such, Cabinet on 12<sup>th</sup> November 2014, resolved to adopt Option 2 set out in the report:

- To dispose of the Council's interest, either through a freehold sale or leasehold disposal to those external parties who present the most favourable business case.
- A further Cabinet report be submitted outlining Asset Management Group (AMG) recommendations for the preferred end use following consideration of any business proposal submitted.
- The decision regarding the detailed terms of the sale or lease be delegated to the Head of Performance and Property and Cabinet Member for Performance Property and Asset Management.

4.3 A formal assessment process was established to implement Option 2 and applications were invited from all interested parties.

4.4 The Council provided details of the market valuation for purchase or lease, along with details of the most recent condition survey. A summary of the most recent running costs was also included to assist the applicants in preparing their cash flow projections. Applicants were asked to include their bid and state their preference for either purchase or lease in their submission against these expectations.

4.5 The deadline date for submissions was Monday, 13<sup>th</sup> April and of the 4 initial expressions of interest, no applications were received.

4.6 Whilst the building remains vacant and the responsibility of the Council, it is likely that the building condition will continue to deteriorate and the associated running costs, such as the NNDR will be on-going.

4.7 As no operational requirement has been determined, officers have no objection to recommending a disposal. A freehold disposal would present the opportunity to achieve a capital receipt and transfer the Council's on-going liability.

4.8 Delivery of a sale is more certain in that the property can be taken to auction in the event of difficulties during a private treaty process.

4.9 As part of the disposal process, it may be deemed beneficial to obtain outline planning consent for a residential development to ensure access from Thorne Avenue can be formally considered.

#### **5. EQUALITIES IMPLICATIONS**

5.1 An Equalities Impact Assessment (EqIA) screening has been completed in accordance with the Council's Equalities Consultation and Monitoring Guidance and no potential for unlawful discrimination and/or low level or minor negative impact have been identified, therefore a full EqIA has not been carried out.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 The freehold disposal of the land will produce a capital receipt and relieve the Council of its maintenance obligations.
- 6.2 There will be annual revenue savings to the Council for not holding the asset. For example, for 2011/2012, the building running costs were circa £13k, this sum includes general utilities and NNDR. Some liabilities will be ongoing whilst the building remains the responsibility of the Council.

## **7. PERSONNEL IMPLICATIONS**

- 7.1 There are none.

## **8. CONSULTATIONS**

- 8.1 The Report reflects the views of the Consultees listed.
- 8.2 The Newbridge Partnership have advised they have no objections to the sale of the site.

## **9. RECOMMENDATIONS**

- 9.1 Cabinet is now asked to approve the recommendation that the building be formally marketed for sale.
- 9.2 Delegate the decision regarding the detailed terms of the sale to the Head of Performance and Property in consultation with the Cabinet Member for Performance, Property and Asset Management.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 The Council has no operational requirement for the land.
- 10.2 The Freehold disposal of the land will release the Council from ongoing maintenance obligations and attract a capital receipt and revenue saving.
- 10.3 The previous approval and implementation of Option 2 has not resulted in any formal business case submissions.

## **11. STATUTORY POWER**

- 11.1 Local Government Act 1972, Local Government Act 2000 and General Disposal Consent (Wales) 2003. This is a Cabinet function.

Author: Colin Jones, Head of Property and Performance  
Consultees: Nicole Scammell, Acting Director of Corporate Services  
Cllr D. Hardacre, Cabinet Member for Performance, Property & Asset Management  
Stephen Harris, Interim Head of Corporate Finance  
Pauline Elliot, Head of Regeneration and Planning  
Tony Maher, Assistant Director, Planning and Strategy  
Gail Williams, Monitoring Officer / Principal Solicitor  
John Rogers, Principal Solicitor  
Gareth H Evans, Senior Manager, Education and Leisure (Libraries)

David A Thomas, Senior Policy Officer (Equalities and Welsh Language)  
John Thomas, Section Head, Asset Management  
CMT  
Councillor R Passmore, Cabinet Member For Education and Life Long Learning  
Councillor L Ackerman, Ward Member, Newbridge  
Councillor K Baker, Ward Member, Newbridge  
Councillor G Johnston, Ward Member, Newbridge  
Newbridge Partnership

Background Papers:

Cabinet Report, Former Newbridge Library. 12<sup>th</sup> November 2014





## CABINET – 17TH JUNE 2015

**SUBJECT: REVIEW OF EXISTING OUTDOOR RECREATION AND LEISURE FACILITIES**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER**

- 
- 1.1 The attached report, which sought the views of Members on a recent review of existing outdoor recreation and leisure facilities across the county borough, was considered by the Regeneration and Environment Scrutiny Committee on 31st March 2015, prior to its presentation to Cabinet.
  - 1.2 The formal review of existing recreational facilities focused on a number of elements: Equipped Play Provision, Sports Pitches, Leisure Centres, Allotments, and Amenity Green Space).
  - 1.3 Section 3 of the review (Leisure Centres) was considered by the Regeneration and Environment Scrutiny Committee on 28th October 2014, with the conclusions and recommendations arising from that section of the review unanimously endorsed by Members at that meeting subject to user consultation being carried out and the results included in any future report to Cabinet. The review in respect of leisure centres is therefore the subject of a current consultation exercise with leisure centre users and a report on this section will be presented to Cabinet at a future date.
  - 1.4 The remaining elements were examined in the second phase of this review (attached at Appendix 1 to the report) with the intended aim of the review being to establish a way forward in relation to a future long-term leisure and recreation strategy.
  - 1.5 Officers outlined the conclusions arising from the review applicable to each of the Adopted Caerphilly County Borough Local Development Plan up to 2021 (LDP) strategy areas (Heads of the Valley Regeneration Area - HOVRA, Northern Connections Corridor – NCC and Southern Connections Corridor – SCC). The review identified the strategy areas where there was good provision of facilities and, where improvements and expansion were needed to specific strategy areas, made a number of recommendations against each facility type accordingly.
  - 1.6 Officers explained that once the long-term leisure and recreation strategy was agreed, any future developer contributions from Community Infrastructure Levy (CIL) or Section 106 agreements would be channelled into identified gaps in existing provision to help meet the needs/requirements identified in the report.
  - 1.7 Discussion of the report ensued, and following some specific ward queries from Members, Officers confirmed that they would make further enquiries in relation to the location/status/condition of several equipped play provision facilities and allotments within the county borough, and report back to Ward Members individually. A query was raised regarding the Medium Term Financial Plan (MTFP) proposals in relation to bowling club provision and Officers advised that this was a separate matter to the review of existing outdoor recreation and leisure facilities. Officers also responded to a number of queries relating to the use of future funding contributions from CIL and Section 106 agreements.

- 1.8 Members referred to one of the main aims of the LDP, which requires development 'to contribute to improving public health, by promoting land use developments that contribute to healthy lifestyles and wellbeing'. Officers advised that the development of healthy living did not necessarily need to be provided via a structured facility, and that if funding could not be secured to develop this strategy, other alternatives (such as the benefits of taking exercise using the countryside and natural landscapes) could be used to promote this aim.
- 1.9 Following consideration of the report, the Regeneration and Environment Scrutiny Committee unanimously recommended to Cabinet that for the reasons contained therein, the conclusions arising from the Review of Existing Formal Recreation and Leisure Facilities in Caerphilly County Borough be approved.
- 1.10 Members are asked to consider the recommendation.

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

Appendices:

Appendix 1 Report to Regeneration and Environment Scrutiny Committee on 31st March 2015 – Agenda Item 7



## REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 31ST MARCH 2015

**SUBJECT: REVIEW OF EXISTING OUTDOOR RECREATION AND LEISURE FACILITIES**

**REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE**

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### **1. PURPOSE OF REPORT**

- 1.1 To seek members views on a recent review of existing outdoor recreation and leisure facilities across the county borough prior to the report being considered by Cabinet.

### **2. SUMMARY**

- 2.1 A formal review was recently completed of existing recreational facilities across the county borough by staff within the Community & Leisure Services division in conjunction with the Strategic and Development Plans Team within Planning & Regeneration. The document entitled "Review of Existing Outdoor Recreation & Leisure Facilities in Caerphilly County Borough" focused on the following elements:-

- Section 1 - Equipped Play Provision;
- Section 2 - Sports Pitches;
- Section 3 – Leisure Centres;
- Section 4 – Allotments;
- Section 5 - Amenity Green Space.

- 2.2 Members will be aware that Section 3 referring to Leisure Centres has already been subject to consideration by members in 2014. Following on from this, it is necessary to inform members of the remaining aspects of the report i.e. equipped play provision, sports pitch provision, allotments and amenity green space and to establish a way forward for a future long term leisure and recreation strategy.

- 2.3 The Authority has never benefited from a long-term strategy in relation to recreation facilities. Information from the review document will enable both members and officers to make informed decisions that will allow resources to be targeted efficiently, should they become available.

### **3. LINKS TO STRATEGY**

- 3.1 The use of recreational facilities aids delivery of the Corporate Improvement Objective Four and to the Single Integrated Plan. It also contributes to one of the main aims of the Caerphilly County Borough Local Development Plan up to 2021 (LDP), which requires development "to contribute to improving public health, by promoting land use developments that contribute to healthy lifestyles and well-being".

## 4. THE REPORT

- 4.1 The review has given due regard to the health and spatial profiles of how the population of the borough, visitors and residents use the facilities.
- 4.2 The review is based on a range of factors, which include quality, accessibility, lifespan and assessment against national standards (where applicable). However, members should note that within each of these sections, listed in 2.1, there are indicators that are used to help analyse provision. Some of these indicators are by definition subjective. These indicators are condition, standard, drainage and usage. It is therefore advisable that when reading the report that the subjective nature of these indicators is taken into account when decisions are needed on future provision.
- 4.3 Weightings were applied to each of these factors, which result in an overall score and rank order for the existing facility mix.
- 4.4 The review discusses a range of conclusions based on the Adopted Caerphilly County Borough Local Development Plan up to 2021 (LDP) strategy areas:-
- Heads of the Valley Regeneration Area – **HOVRA**;
  - Northern Connections Corridor – **NCC**;
  - Southern Connections Corridor – **SCC**.

### **Equipped Play Provision**

- 4.5 Equipped play provision includes playgrounds, Multi Use Games Areas (MUGAs), wheeled play (skate parks), kick walls, youth shelters and outdoor gym provision. The review identified three key recommendations.
- 4.6 In the HOVRA, the review identified the need to improve provision north of Rhymney. Officers are currently in discussion with the local residents and tenants association to provide a new fixed play facility at Ty-Coch. In addition, members are asked to note recent investment in the facilities at both New Tredegar and Phillipstown.
- 4.7 In the NCC, the review identified the need to expand provision for older children within the Pontllanfraith area, in the SCC the same need was identified in the Bedwas area. This will ensure facilities are provided within areas where there are and will be a high population for older children in the future.
- 4.8 Given the high population in the SCC, there is a need to ensure that the condition of facilities is enhanced. As there is a greater demand on these facilities, it is important to ensure that they are also kept to a high standard.

### **Sports Pitches**

- 4.9 In relation to the provision of sports fields, the review identified the need to improve the quality of provision in both the NCC and the SCC. In addition, the need to increase provision within the SCC is highlighted as a priority.
- 4.10 Facilities within more remote areas have often suffered from vandalism, due to their isolated location and as a result they have been temporarily removed from public use whilst repairs have been undertaken. The removal of facilities has impacted on residents' ability to participate in sporting activity.
- 4.11 Some sports pitches within the borough have been affected by poor standards of drainage, which affects both the ability of the pitch during the playing season and the standard of the playing surface.

- 4.12 The review highlighted the lack of provision of sports pitches in a number of areas. However, there are a number of facilities within schools, which are not accessible to members of the public. The review recommends that in order to cope with demand that an agreement is reached with individual school to open up these facilities to the wider community on evenings and weekends.

### **Allotments**

- 4.13 In terms of allotment provision within the county borough, the review has two specific recommendations. Funding is targeted to bring redundant plots back into beneficial use to help reduce waiting lists. Members should note that officers, in conjunction with the relevant Allotment Federation, are working towards bringing plots back into beneficial use. Secondly, there is a need to increase allotment provision in the HOVRA and SCC and to improve the standard of provision in the NCC.

### **Amenity Green Space**

- 4.14 In relation to public open space (POS), in more remote areas in the county borough links to amenity green space is vital and should be maintained. Both country and formal parks are an important asset to our citizens and should be maintained, to a high standard sufficient for high usage.
- 4.15 The review identified the need to maintain quality POS in the SCC, particularly in the Caerphilly basin, the Authority needs to ensure that any future windfall developments do not impede upon existing provision and future populations are well catered for.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 There are no significant equalities implications associated with this report. This report sets out details of existing facilities and where future funding (if available) should be targeted. Any new provision within the county borough will be available for all sectors of the community and will be developed in accordance with all relevant Equalities and Welsh Language standards and statutory duties.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 There are no immediate additional revenue budget financial implications from this report, although there will be a requirement to review the Outdoor Recreation & Facilities revenue budgets to ensure they best meet the needs objectives outlined in the report. This is likely to be extremely challenging in the context of reducing resources which in this service area, along with others, could equate to a 20% reduction in the revenue budget over the next 2/3 years.
- 6.2 The Budget Proposals 2015/2016 and Medium Term Financial Strategy 2015/2016 reported to Cabinet and Council on 25<sup>th</sup> February included the Councils proposed capital programme for 2015 to 2018 and this included £30,000 per year for 3 years for sports pitch drainage to help address the issues identified in paragraph 4.11 of this report.
- 6.3 Any future developer contributions from Community Infrastructure Levy or Section 106 agreements will be channelled into identified gaps in existing provision to help meet the needs/requirements identified in the report.

## **7. PERSONNEL IMPLICATIONS**

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

## **8. CONSULTATIONS**

8.1 This report reflects the views of the listed consultees.

## **9. RECOMMENDATIONS**

9.1 Members are asked to note the content of the report and to endorse conclusions arising from the review prior to the report being considered by Cabinet.

## **10. REASONS FOR THE RECOMMENDATIONS**

10.1 To ensure that the Authority has a strategic vision of its existing sport and leisure facilities and to make certain that any future funding is channelled into identified gaps in provision.

## **11. STATUTORY POWER**

11.1 Local Government Acts.

Author: Mike Headington, Principal Officer: Outdoor Facilities & Bereavement Services

Consultees: Sandra Aspinall, Acting Deputy Chief Executive  
Mark S. Williams, Head of Community & Leisure Services  
Councillor David Poole, Cabinet Member for Community & Leisure Services  
Derek Price, Parks & Outdoor Facilities Manager  
David Thomas, Senior Policy Officer (Equalities & Welsh Language)  
Councillor Tudor Davies, Chairman, Regeneration & Environment Scrutiny Committee  
Gail Williams, Acting Head of Legal Services/Monitoring Officer  
Rhian Kyte, Team Leader, Strategic & Development Planning  
Councillor Liz Aldworth, Vice Chair, Regeneration & Environment Scrutiny Committee  
Mike Eddy, Finance Manager  
Stephen Harris, Interim Head of Corporate Finance

Appendices:

Appendix 1 Review of Existing Formal Recreation and Leisure Facilities in Caerphilly County Borough

# CAERPHILLY COUNTY BOROUGH/BWRDEISTREF SIROL CAERFFILI

## REVIEW OF EXISTING FORMAL RECREATION AND LEISURE FACILITIES IN CAERPHILLY COUNTY BOROUGH

Page 117



OCTOBER/HYDREF 2014

## Executive Summary

In order to inform future investment decisions there has been a need to undertake a strategic review of outdoor sport, leisure and recreational facilities in the County Borough.

The review will assist in ensuring that scarce resources are targeted effectively and builds on the review of leisure centres that was completed in 2014.

The review has had regard for the health and spatial profiles of the population of the county Borough and has considered how residents and visitors use the facilities on offer.

The review examines the main areas of outdoor sport, leisure and recreational facilities (equipped play provision, sports pitches, amenity green space and allotments) and attributes a weighting and scoring matrix to assess the quantity, accessibility and quality of the facilities. Where recognised national standards exist they have been used in the assessment process.

The Local Development Plan (LDP) areas (Heads of Valleys Regeneration Area – HOVRA, Mid Valleys corridor – MVC and Southern Connections Corridor – SCC) have each been examined in respect of the outdoor facilities described above and a number of conclusions have been drawn from the review by facility, namely:

### Equipped Play Provision (Playgrounds, Multi-use games areas, wheeled play such as skate parks, kickwalls and youth shelters)

- There is a need to improve the provision of facilities in the HOVRA due to the remote nature of many of the communities.
- There is a need to expand facilities for older children around Bedwas and Pontllanfraith where there are, and will be a higher proportion of older children over the next few years.
- As a result of the high population in the SCC and resultant demand on facilities there is a need to ensure that the condition of the facilities is enhanced.

### Sports Pitches (Rugby, football, bowls, tennis, cricket)

- There is good provision of facilities in the HOVRA, although usage levels are relatively low. Vandalism remains an issue for a number of facilities in the HOVRA.
- The MVC and SCC areas are densely populated so the demand placed on pitches is high. There is a need to increase the quality of provision in the MVC and to increase the level of provision in the SCC. In doing so, the benefits of ATP/3G provision must be considered.
- Much of the demand for facilities could be satisfied if community access to school sports fields and ATP/3G pitches out of school hours was allowed.
- Investment in pitch drainage (enhancement and maintenance) will assist in allowing demand pressures from a greater number of pitches remaining in use.

### Amenity Greenspace (Informal open green space in built up areas, formal parks, etc.)

The review has found that there was a relatively good provision of amenity green space across the County Borough. However, there is a need to ensure that in the more remote areas, access to County Parks and Public Parks is maintained. In addition, within the SCC, the additional pressures for housing and development must not lead to the erosion of amenity green space and that additional populations are provided for as part of any new developments.

### Allotments

- The review has established that generally there is a good provision of facilities across the County Borough. However, there is a need to improve provision in the more remote areas and to target resources to those allotments classified as poor or average or with a high proportion of unusable plots.

- The review has revealed that waiting lists are highest in the SCC and that there is a need to increase allotment provision, which could be done in conjunction with the first review of the LDP.

While a review of the number, type and quality of facilities provides useful information to inform future land use planning and investment strategies, it only represents part of the picture in terms of the public health agenda.

Consequently, further work is needed between Sport/Leisure and Public Health Professionals in determining how, when and where resources should be targeted to encourage the use of sport and leisure facilities to improve activity with the worst mortality and morbidity statistics.

As a result of these conclusions, there are 13 key recommendations in relation to outdoor sport, leisure and recreational facilities:

#### **General:**

- 1) Facilitate a study between Sport/Leisure and Public Health Professionals to establish how, when and where resources can be targeted to improve activity levels amongst the County Borough's neediest population groups

#### **Equipped Play Provision:**

- 2) There is a need to improve the quality of provision in the HOVRA, particularly northern Rhymney.
- 3) There is a need to expand the provision for older children in the Pontllanfraith and Bedwas areas.
- 4) There is a need to ensure that all areas have access to good quality, well equipped play facilities.

#### **Sports Pitches:**

- 5) There is a need to improve the quality of the facilities in the MVC and SCC, and to increase the level of provision in the SCC.
- 6) There is a need to ensure that all facilities are accessible to all, especially in more remote areas.
- 7) There is a need to ensure that all drainage issues are rectified (by the implementation of an effective programme of drainage maintenance and/or upgrade works).
- 8) Pitches on school sites should be brought into beneficial community use outside core school hours.

#### **Amenity Green Space:**

- 9) In the more remote areas, links to amenity greenspaces are vital and should be maintained. As such, Country Parks and formal Parks are an important asset and should be maintained.
- 10) There is a need to ensure provision in the SCC is maintained when future housing development occurs.

#### **Allotments:**

- 11) The number of un-usable plots should be reduced.
- 12) Allotment provision should be increased in the SCC and in a particular area of the HOVRA.
- 13) Standards of certain allotments in the MVC should be improved.



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# INTRODUCTION



## 1. Introduction

The main aim of the Council's Communities & Leisure Service is to provide an excellent service that meets the needs and aspirations of the people of Caerphilly county borough and enhances their quality of life through education, information, leisure, the arts and sport.

In particular the availability of facilities to undertake sport and physical activity contributes significantly to achieving the Council's policy objective of improving the quality of life for residents through community cohesion, regeneration, community safety and crime reduction, education and lifelong learning and health improvement.

The purpose of this review therefore is to provide an evidence base to facilitate the preparation of an overarching Leisure Strategy for the county borough to inform future investment decisions.

The availability of sites, pressure for alternative forms of development and limited funding all place increasing pressure on leisure facilities. There is a need therefore to exploit fully existing provision and maximise that provision through targeted smart investment.

The review will assess the quantity; accessibility and quality of the existing formal leisure facilities on offer in the county borough and assess these against recognised national standards where they exist.

## 2. Benefits to Quality of Life

There are a number of social and physical benefits that can be borne out of access and participation in sports and recreation activities. The most significant benefit is obviously the positive health effect of physical activity. The benefits can be summarised as:

### a. Health

There is a raft of scientific evidence that proves that physical activity/exercise has a positive effect on the health of the population by preventing a large number of physical and mental illnesses and conditions.

### b. Community Cohesion

Sport and physical activity bring people together, help break down social and cultural barriers, create a sense of belonging and foster pride. Participation tackles isolation whilst improving self-esteem, confidence and socialisation.

### c. Regeneration

The development of sports facilities enhances the image of an area and improves the built environment. It brings inward investment in wealth generating sectors including tourism, retail, spectator events, sports and facility services and provides employment.

### d. Community Safety and Crime Reduction

Sport helps to reduce crime rates and anti-social behaviour and disorder, especially in young people. Early involvement can prevent crime and stop re-offending.

### e. Educational Attainment and Lifelong Learning

There is growing evidence to show that involvement in sport and physical activity improves educational attainment, especially in young people. Sport gives young and older people the chance to develop new skills and the confidence and motivation to gain qualifications leading to employment and career development.

Given the recognised benefits of sport and physical activity, the Council is keen to provide and expand on existing leisure provision within the county borough.

## 3. Policy Context

### National Strategies

#### ***Climbing Higher – Creating an Active Wales (2003)***

The Welsh Government's strategic direction for sports, recreation and play is contained in: 'Climbing Higher: Strategy for Sport and Active Recreation' (2005). 'Climbing Higher' is the Welsh Government's 20-year strategy for sport and physical activity.

The purpose of the strategy is to achieve:

*"An active, healthy and inclusive Wales, where sport, physical activity and active recreation provide a common platform for participation, fun and achievement, which binds communities and the nation and where the outstanding environment of Wales is used sustainably to enhance confidence in ourselves and our place in the world."* (p.4)

'Climbing Higher' has spatial land use planning implications that need to be taken into account at the national and local level. The strategy includes targets which should guide the development of planning policy and the setting of standards within local authorities, in particular that by 2025<sup>1</sup>:

- The percentage of people in Wales using the Welsh natural environment for outdoor activity will increase from 36% to 60%
- 95% of people in Wales will have a footpath or cycle path within a 10 minute walk
- No-one should live more than a 6 minute walk (300 metres) from the nearest natural green space
- All public sector employees and 75% of all other employees will have access to sport and physical activity facilities at, or within a 10-minute walk of the workplace.

#### ***Environment Strategy for Wales (May 2006)***

The Environment Strategy for Wales helps link the natural environment with the built environment. Its purpose is to provide the framework within which to achieve an environment that is clean, healthy, biologically diverse and valued by people. The Built environment should also secure efficient use of land including appropriate density of development, respect local distinctiveness and historic character and provide access to green space, areas for recreation and support biodiversity. In addition, the strategy aims to improve walk-ability in urban areas to encourage walking and cycling.

#### ***Wales Spatial Plan- Update (2008)***

The Wales Spatial Plan sets out the Welsh Government's planning agenda at a spatial level. It seeks to provide for sustainable communities as attractive places to live and work, promoting healthier lifestyles taken forward by the Welsh Government's Strategy for Sport and Physical Activity entitled 'Climbing Higher' (January 2005).

#### ***Fields In Trust (FIT) (2008)***

Fields In Trust (FIT) formerly the National Playing Fields Association (NPFA), is a UK wide organisation concerned with improving the quality of life and health of all members of society, by assisting in the provision, improvement and protection of high quality, well used facilities for outdoor sport and play throughout the nation.

FIT conducted a national survey in 2006 which was used to inform an evidence-based framework for recommended Benchmark Standards, to replace the established NPFA "Six Acre Standard" and to inform policy and practice relating to the disciplines of planning, development, leisure, sport and play. These benchmark standards were not intended to be a maximum or minimum standard in the context of quality, but provide a guidance to aid decision-making. A summary of the benchmark standards is attached at Appendix 1.

<sup>1</sup> Climbing Higher (2003) *Creating an Active Wales* Pages 9 & 10.

### **Planning Policy Wales – 7<sup>th</sup> Edition (2014)**

Planning Policy Wales (PPW) sets out the land use planning policies of the Welsh Government. It provides guidance on preparing development plans and determining planning proposals.

PPW Chapter 11: Tourism, Sport & Recreation recognises that sport and recreation contribute to our quality of life. The Welsh Government supports the development of sport and recreation, and the wide range of leisure pursuits that encourage physical activity. It recognises that these activities are important for the well-being of children and adults and for the social and economic life of Wales. The Welsh Government's main planning objectives therefore are to promote:

- A more sustainable pattern of development by creating and maintaining networks of facilities and open spaces in places well served by sustainable means of travel, in particular within urban areas;
- Social inclusion, improved health and well-being by ensuring that everyone, including the elderly and those with disabilities, has easy access to good quality, well designed facilities and open space.

PPW requires local authorities to provide the framework for well located sport, recreation and leisure facilities that are: sensitive to the needs of users, attractive, well designed, well maintained, safe and accessible to all.

PPW also recognises the need for the planning system to ensure that adequate land and water resources are allocated for formal and informal sport and recreation through the local development plan. This objective can only be achieved through a thorough understanding of existing provision and an assessment of need.

### **Technical Advice Note 16: Sport, Recreation and Open Space (2009)**

Technical Advice Note 16: Sport, Recreation and Open Space (TAN 16) aims to integrate the links between health and well-being, sport and recreational activity and sustainable development in Wales through land use planning guidance in accordance with policies set out in PPW.

Whilst PPW does not prescribe particular standards, TAN 16 recognises the FIT standards as a useful benchmark through which assessments of provision can be made. In Annex C of the TAN the various provisions are prescribed (refer to Appendix 1).

### **Playing Fields (Community involvement in disposal decisions) (Wales) Measure 2010**

This measure was introduced in Wales order to make provision for community involvement in decisions made by local authorities in respect of the disposal of land that consists of, or forms part of a playing field.

### **Children and Young Persons (Wales) Regulations 2012**

Within the overarching 'Children and Families (Wales) Measure 2010' lies the requirement for local authorities to assess the sufficiency of play opportunities in its area. As a result of this legislation, the Children and Young Persons (Wales) Regulations 2012 place the onus on local authorities to regularly consult, and create an action plan detailing the sufficiency of play facilities across their administrative area. In addition, these regulations stipulate that these assessments need to take place every three years, and need to be submitted to Welsh Government.

The main themes that need to be addressed within the play sufficiency assessment are:

- Population
- Providing for diverse needs
- Spaces available for children to play in structured groups
- Places where children can play outside
- Supervised play provisions

- Access to play provisions
- Securing and developing the work force
- Play within all relevant policy and implementation agendas.

### **Local Strategies**

#### **Caerphilly Delivers Single Integrated Plan – April 2013**

The Caerphilly Local Service Board (LSB) is a partnership of equals comprising the Aneurin Bevan Health Board, Gwent Police, Gwent Association of Voluntary Organisations, Caerphilly County Borough Council and Welsh Government. The Single Integrated Plan **Caerphilly Delivers** has been prepared by the LSB and replaces a number of existing plans that were previously required, such as the Community Strategy, the Health, Social Care and Well-Being Strategy, Children and Young People's Plan, and the Community Safety Plan, it represents a determined commitment by all partners to accelerate change, strengthen partnership working, multi-agency collaboration, and accountability for delivery.

**Caerphilly Delivers** has been developed based on the following principles of:

- **Sustainable development** where we promote social justice and equality of opportunity and enhance the natural and cultural environment and respect its limits.
- **Equalities and Welsh language** where we all promote and mainstream equalities and the Welsh language in accordance with our legislative requirements and strategic equality objectives.
- **Early intervention and prevention goals** with the aim of either preventing matters from getting worse or occurring in the first place, by identifying those in greatest need from their vulnerability, their risk of becoming vulnerable or from otherwise becoming disadvantaged.
- **Community cohesion** where people from different backgrounds enjoy similar life opportunities, understand their rights and responsibilities and trust one another and are trusting of local institutions to act fairly.

In order to realise the long term Strategic Vision for the county borough, Caerphilly Delivers identifies 5 key outcomes as follows:

- Healthier Caerphilly;
- Prosperous Caerphilly;
- Learning Caerphilly;
- Greener Caerphilly;
- Safer Caerphilly.

This review is particularly pertinent to a Healthier Caerphilly theme and specifically, Priority 2 that seeks to:

*“Improve lifestyles of the population in Caerphilly County Borough so that people recognise and take responsibility for their own health and well-being and make use of the opportunities and support available to them.”*

#### **Caerphilly County Borough Local Development Plan - November 2010**

The Caerphilly County Borough Local Development Plan (LDP) is the statutory framework for the development and use of land within Caerphilly County Borough. The LDP provides the development strategy and policy framework for the development and conservation needs of the County Borough for the fifteen-year period, from 2006 to 2021. It is concerned with land-use issues and spatial planning, rather than the management of land and/or development priorities or programmes.

The LDP has three main aims that are pertinent to this recreation and leisure review, namely:

*“To increase economic prosperity of the people and communities of the County Borough through the provision of land for employment opportunities, supported by appropriate housing and ancillary facilities and services (including community and health facilities, recreation, leisure etc).*

*To contribute to improving public health, by promoting land use developments that contribute to healthy lifestyles and well-being.*

*To use resources efficiently making the best use of our assets.”*

### **Play Sufficiency Assessment 2013**

In line with the Children and Young Persons (Wales) Regulations 2012, Caerphilly County Borough Council undertook a Play sufficiency assessment in 2012 to assess the level of provision of fixed play facilities and informal play facilities across the county borough. The assessment focused on 9 key matters as follows:

- Population;
- Providing for Diverse Needs;
- Assessing Space available for children to play;
- Supervised provision;
- Charges for Play Provision;
- Access to space/provision;
- Securing and developing the play workforce;
- Community engagement and participation; and
- Play within all relevant policy and implementation agendas.

As a consequence of this assessment there is a formal recognition in Caerphilly Delivers Single Integrated Plan of the children’s right to play<sup>2</sup>. The assessment concluded that whilst there were many good practices being undertaken across the county borough, additional resources would be required in order to ensure that future provision could be maintained.

## **4. Social & Economic Trends Impacting on Leisure Provision and Use**

Recreational activities are constantly evolving, as a result of higher standards of living and the increasing availability of leisure time. Factors influencing demand for recreation are complex and vary geographically throughout the county borough. However, trends over the past 10 years indicate that overall, Caerphilly County Borough has experienced a net growth in recreational demand. The main contributing factors are listed below.

### **Economic Influences**

A society’s level of economic development is a major determinant of the magnitude of recreational demand because the economy influences so many critical, and interrelated, factors.

In common with other parts of the UK, Wales has experienced a continual process of economic restructuring over the past half century. New jobs have gradually replaced those lost in the traditional mining and manufacturing industries, and total employment has grown steadily since the 1980s. Nevertheless, GVA (Gross Value Added) per head remains low compared to the rest of the UK and European averages. *Source: Wales Spatial Plan, 2004.*

Caerphilly County Borough is by no means an exception to this case. The main economic issues in Caerphilly are unemployment coupled with the problem of low income, low skills and below average

levels of qualifications within the workforce. The recent economic crisis that began in 2007 is continuing to alter the economic patterns across the county borough.

The economic climate has and will continue to have a significant impact on adult and youth sports participation. The demand for leisure facilities within the county borough will inevitably relate to the economic climate. In periods of economic growth, it is suggested that increases in disposable income, coupled with increases in leisure time will lead to growth in demand for leisure facilities. In periods of decline, this trend reverses.

### **Demographic Influences**

**Population Change:** Population growth is one of the most important determinants of demand in the recreation sector. The population of Caerphilly County Borough was 178,806 as at the time of the 2011 Census.

For the purpose of planning future leisure provision the changes in the age structure of the population are particularly relevant. Fertility rates are difficult to predict, but they are currently rising and this trend is expected to continue for some time, while mortality rates are consistently improving.

**Population Density:** The average population density in Caerphilly county borough has risen from 6.2 persons per hectare, to 6.4 comparing the 2001 Census to the 2011 Census. This is relatively high in comparison with the Welsh average of 1.5. However, this average does not reflect the County Borough’s population overall, the highest densities being located in two key locations – the Mid Valleys Corridor and the Caerphilly Basin.

**Age Structure:** As a result of improving mortality rates in line with national trends, the county borough has an ageing population. This is most evident in the expected increase in the numbers of the elderly: for example, the number of persons of pensionable age in Caerphilly is expected to increase by 15% over the next 20 years. The trend implies the need for an increase in the targeted provision of recreational facilities suitable for older generations, for example, the provision of appropriate low impact leisure activity, and ensuring that there are quality open spaces available throughout the county borough for people to take gentle exercise, such as walking.

### **Socio-cultural**

Cultural trends are also crucial. Nationally, there have been a number of changes in recreational trends. Local performance indicators show that there has been an increase in the use of facilities over the same time period.

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. In the Welsh Health Surveys of 2008/9, 11% of males and females reported that they suffer from mental illness.
- 7% of males and females report that they are being treated for diabetes.

*(Source: Health, Social Care & Well-being Needs Assessment 2010).*

<sup>2</sup> Children’s right to play is enshrined in Article 31 of the United Nations Convention on the Rights of the Child (UNCRC).

The multitude of benefits physical activity has on human physical and mental health and well-being are well evidenced. Research shows that there are more than 20 debilitating and often fatal diseases that can be prevented or helped by having a more active lifestyle.

Current recommendations for physical activity to benefit health are 30 minutes of moderate intensity activity on five or more days of the week. The latest data from the Welsh Health Survey 2008 indicates that 30% (about a third of adults) undertake sufficient physical activity to benefit their health. However, 34% of adults, are classed as sedentary (not achieving 30 minutes on any day of the week).

Low levels of physical activity in Wales, in conjunction with unhealthy eating patterns, are leading to an increase in the prevalence of obesity. The proportion of adults meeting the recommended guidelines decreases with age, and the proportion that are sedentary increases with age. In addition, the relationship between gender, age and physical activity are important, with men more likely than women to meet the recommendations. In 2007-08, 28% of adults met the physical activity guidelines, compared to the Welsh average of 30%.

The Sport Wales Active Adult survey does however indicate an improving picture for Caerphilly County Borough, ranking 7<sup>th</sup> lowest in Wales in 2008-09 in comparison to 2<sup>nd</sup> lowest in Wales in 2003-05.

## 5. 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 Caerphilly County Borough Local Development Plan (LDP) - Adopted 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 strategy areas are depicted in Figure 1.

The northern part of the county 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 Mid Valleys Corridor (MVC). Within the MVC, the Principal Towns are Blackwood and Ystrad Mynach. The MVC 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, the general hospital; and the new Centre of Sporting Excellence;
- 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.

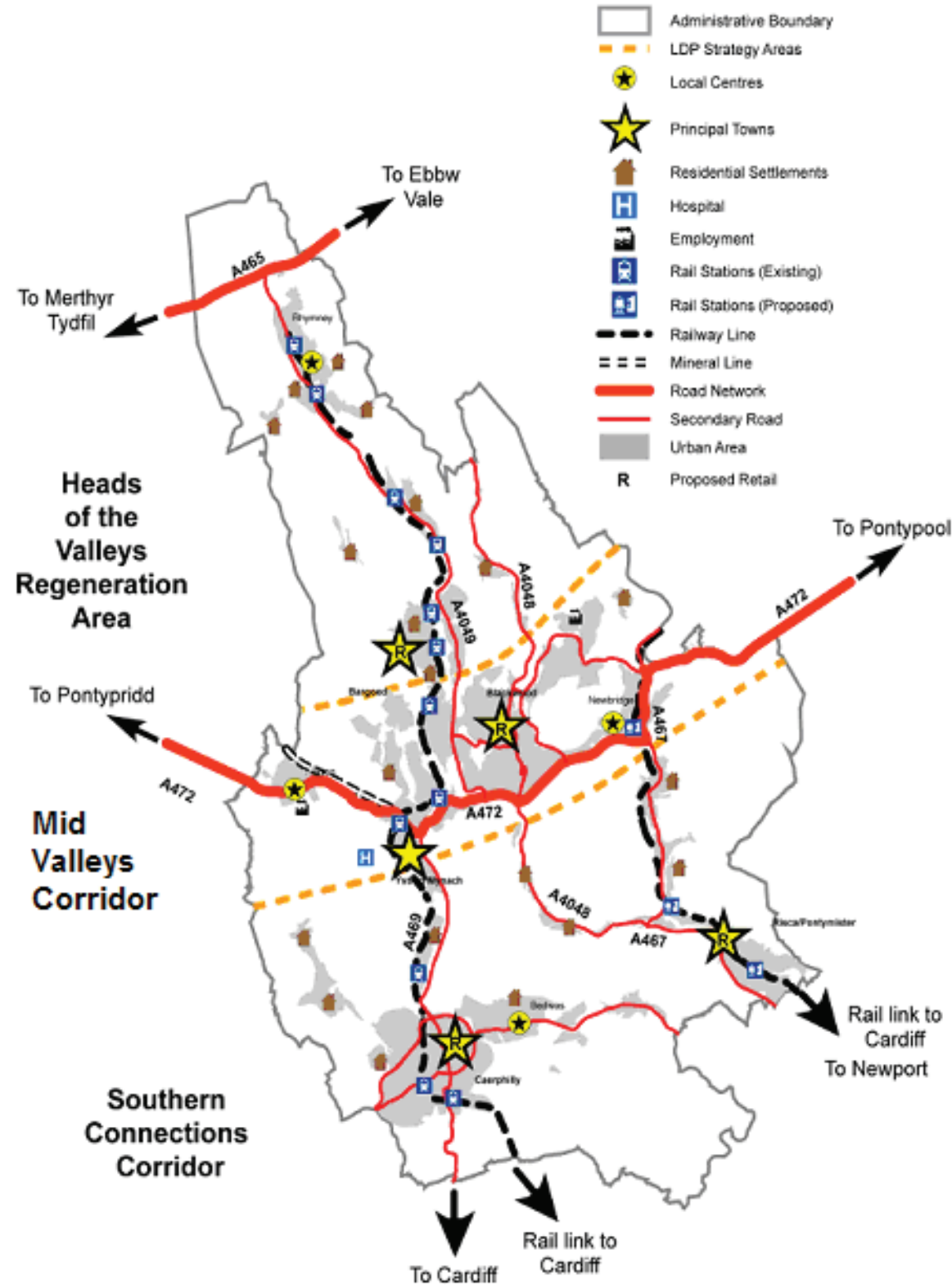
Finally, the southern part of the county borough is referred to as the Southern Connections Corridor (SCC). Caerphilly and Risca are the Principal Towns that lie in separate river valleys, and therefore although both are part of the SCC, they do not form a single conurbation like in the MVC. As Cardiff 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 future recreation and leisure 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 in the LDP depicting the strategy areas, areas for growth and transport



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## 6. Structure and Methodology of report

In order to assess the provision of recreation and formal leisure facilities within the county borough, it is important to ascertain which facilities will be reviewed, and how they will be assessed. The report is therefore divided into five separate sections outlined below. Within each of these separate sections the analysis will be broken down into the three strategy areas i.e. the HOVRA, the MVC and the SCC.

Within each of these sections, there are indicators that are used to help analyse provisions. It is important to note that some of these provisions are, by definition, subjective. These indicators are: condition, standard, drainage issues and usage. It is therefore imperative that when reading this report that the subjective nature of these indicators is taken into account when deciding on future provisions.

### Structure of the report

**Section 1: Equipped Play Provision** deals with formal recreation facilities. This includes:

- Play Areas (e.g. Playgrounds);
- Multi Use Games Areas (MUGAs);
- Wheeled Play (e.g. Skate Parks);
- Kickwalls;
- Outdoor Gyms; and
- Youth Shelters.

The provision and accessibility of these facilities will be assessed against the benchmark FIT standards. In addition, the overall condition of the facilities will be mapped to ensure that there is a good understanding of the condition of the existing facilities across the county borough, in order to identify those facilities that require attention. A weighting and scoring matrix is used to facilitate this process.

Please note that the data analysed in this section derives from records held in the 2013/14 financial year.

**Section 2: Sports Pitches** deals with all types of sport pitches. FIT guidelines split sports pitches into two categories, Designated Sports Pitches (such as Football and Rugby), and Other Sports Pitches (such as bowling greens and tennis courts).

Again, the provision and accessibility of these facilities will be assessed against the benchmark FIT standards, as well as the overall condition of the sites. In this context those sites that have changing facilities, floodlights and car parking facilities will be highlighted, as these attributes help the facilities appeal to a wider population. In addition, given that the majority of the sports pitches in the county borough are grass, the study will also identify those that have drainage issues as this directly impacts on their use.

Please note that the data analysed in this section derives from records held in the 2013/14 financial year.

**Section 3: Leisure Centres** deals specifically with Council owned and run Leisure Centres. The assessment will use a number of measures in order to review the leisure centre provision within the county borough. These are:

- Condition of current facilities;
- Usage;
- Cost of facility;
- Access and Travel;
- Future School Developments; and
- Future Housing Developments.

A weighting and scoring matrix is used to facilitate this process, which will identify those centres that are performing well and those in need of improvement.

Please note that the data analysed in this section derives from records held in the 2013/14 financial year

**Section 4: Allotments** assesses briefly the spread of allotments across the county borough, and helps locate those areas that are in need of greater provision or assistance with regards to remediating unusable plots.

Please note that the data analysed in this section derives from records held in the 2012/13 financial year

**Section 5: Amenity Greenspace** assesses briefly the spread of amenity greenspace across the county borough, within settlement limits. This will help highlight those areas that require additional informal recreation spaces.

Please note that the data analysed in this section derives from records held in the 2013/14 financial year.

#### **Methodology - Population statistics**

The FIT standards are based on a ratio of people to facilities. As the last census was carried out in 2011, there is a need to calculate a more up to date population projection to identify need moving forward using the known house building completion rates (the last survey was carried out in 2013), and attributing the average household size to these completion rates, it is possible to estimate the approximate level of the population at a future point in time. The updated 2013 population calculation by ward is contained in Appendix 2.

By using information contained within the Joint Housing Land Availability Study it is also possible to estimate the likely distribution and change in the population by 2018 generated through new housing completions. Using the average household size against the forecast completion dates will allow a predicted population for 2018, which can be used to highlight known growth across the county borough. The 2018 estimated population growth is contained in Appendix 2.

The 2013 data contained in Appendix 2 will be used as a baseline figure for each ward to determine how the current provision meets the benchmark FIT standards.



# SECTION 1: EQUIPPED PLAY PROVISION



## Section 1: Equipped Play Provision

This section deals specifically with the following formal recreational facilities:

- Play Areas;
- Multi Use Games Areas (MUGAs);
- Wheeled Play (e.g. Skate Parks);
- Kickwalls;
- Outdoor Gyms, and
- Youth Shelters.

In addition to assessing these facilities against the FIT standards outlined in Appendix 1, this section will also consider the following assessment measures:

- a. Provision;
- b. Quantity;
- c. Accessibility;
- d. Overall condition of facilities; and
- e. Lifespan of facilities remaining.

Measures (a), (d) and (e) have been used to help evaluate individual play facilities in the county borough though the implementation of a weighting and scoring matrix. The complete analysis is contained in Appendix 3.

It is important to note that the facilities listed above each serve different age groups, with Play Areas appealing more to younger children, whereas MUGAs, Youth Shelters, Kickwalls and Skate Parks cater for older children.

### (a) Provision

Table 1.1 indicates the type and number of equipped play facilities that are available within the county borough.

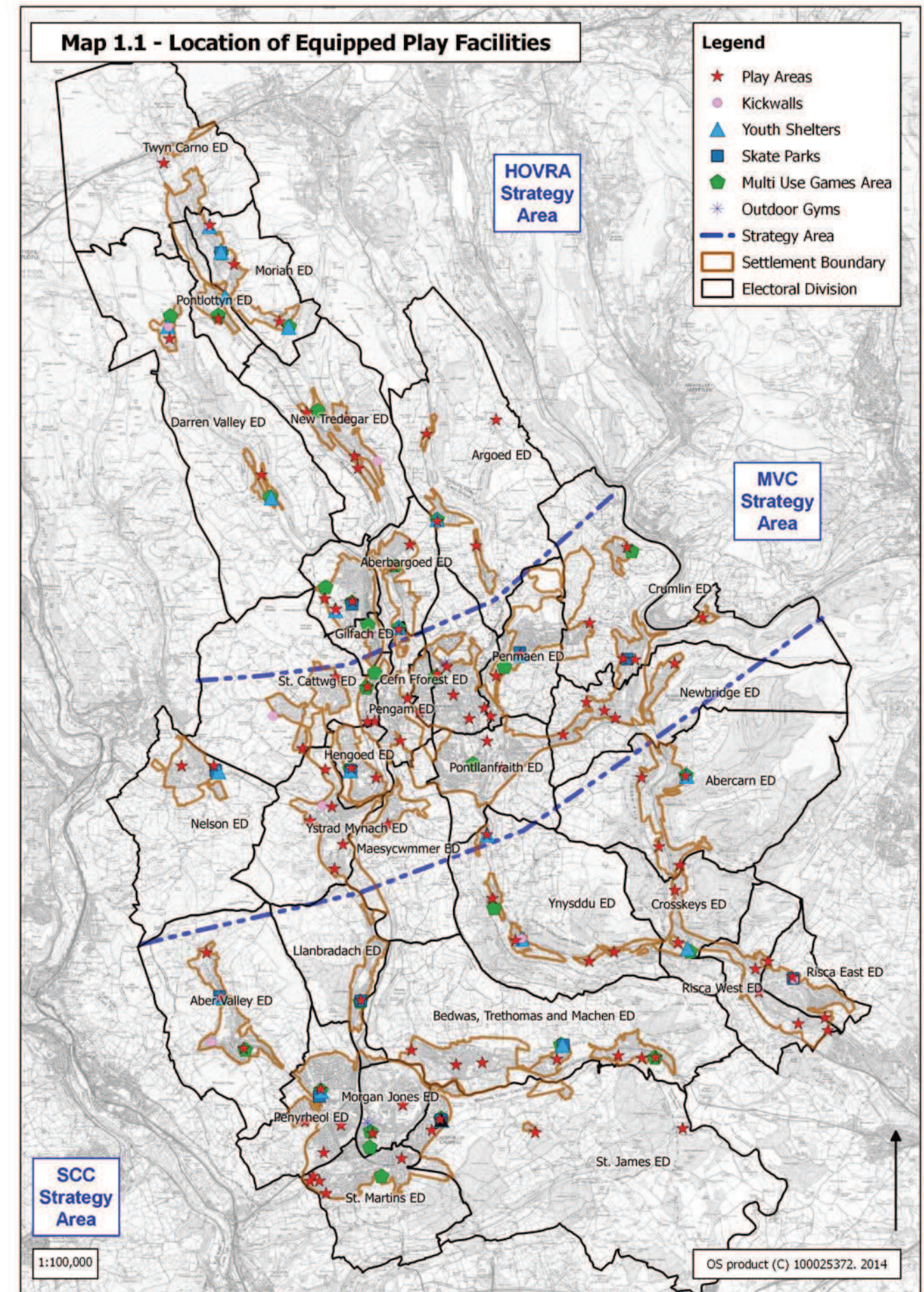
Table 1.1: Type and number of equipped play facilities

Type of Play Space	Number of provision
Play Area	104 (1 is privately maintained, and 1 is closed)
Kickwall	10
Youth Shelter	20
Wheeled Play (Skate Park)	11
MUGAs	31 (6 are within schools)
Outdoor Gyms	2

Where a play area is standalone or within a housing development, FIT classifies them as being a Local Equipped Area of Play or LEAP for short. A play facility that comprises additional facilities, which are targeted toward older children (such as a Youth Shelter and Kickwall) is categorised as a Neighbourhood Equipped Area of Play or NEAP. These facilities will have a wider catchment area, as older children will be able to walk further to access a NEAP.

In addition to these classifications, FIT also identifies the 'destination playground' as being the playground of the highest value to a family. Here, families are able to stay for a prolonged period of time given that there are more facilities on offer, and have facilities such as car parking and café's associated with them.

There are two outdoor gyms located in the County Borough located in Morgan Jones Park, Caerphilly and Blackwood Snowfields (note that these are not assessed as part of this review document as they are a new facility within the borough). Both gyms are in good working order. It is intended that additional outdoor gyms will be located across the county borough, as funding streams become available. In future reviews of this document, outdoor gyms will need to be considered as they become more prominent. Map 1.1 indicates that the existing play facilities are distributed fairly evenly across the county borough.



Map 1.2 illustrates the location of the NEAPs and Destination Parks within the county borough.

Not only is the distribution and type of facilities important in assessing provision, the number and type of pieces of equipment in each play area is of particular importance, as this will directly influence the draw it will have to potential users.

As is evidenced by Maps 1.1 and 1.2, there is a good provision and distribution of a range of equipped play facilities across the county borough.

**Observations in the HOVRA**

- All settlements in the HOVRA have access to fixed play facilities;
- The very north of Bargoed and the Ty Coch estate in Rhymney are two populated areas that have no playground facilities;
- There is one destination playground located in the HOVRA which is in New Tredegar.

**Observations in the MVC**

- Gelligaer is the only settlement that has no playground (it does however have a kickwall facility);
- The Bryn/Penllwyn area of Pontllanfraith has a high population with no playground facilities;
- Southern Panside and eastern Newbridge has no access to fixed playing facilities, however there are plans to install a playground in southern Panside, which when installed, will help remedy any current deficiency in the area;
- There are two destination playgrounds located in the MVC. These are in Ystrad Mynach and in Pontllanfraith.

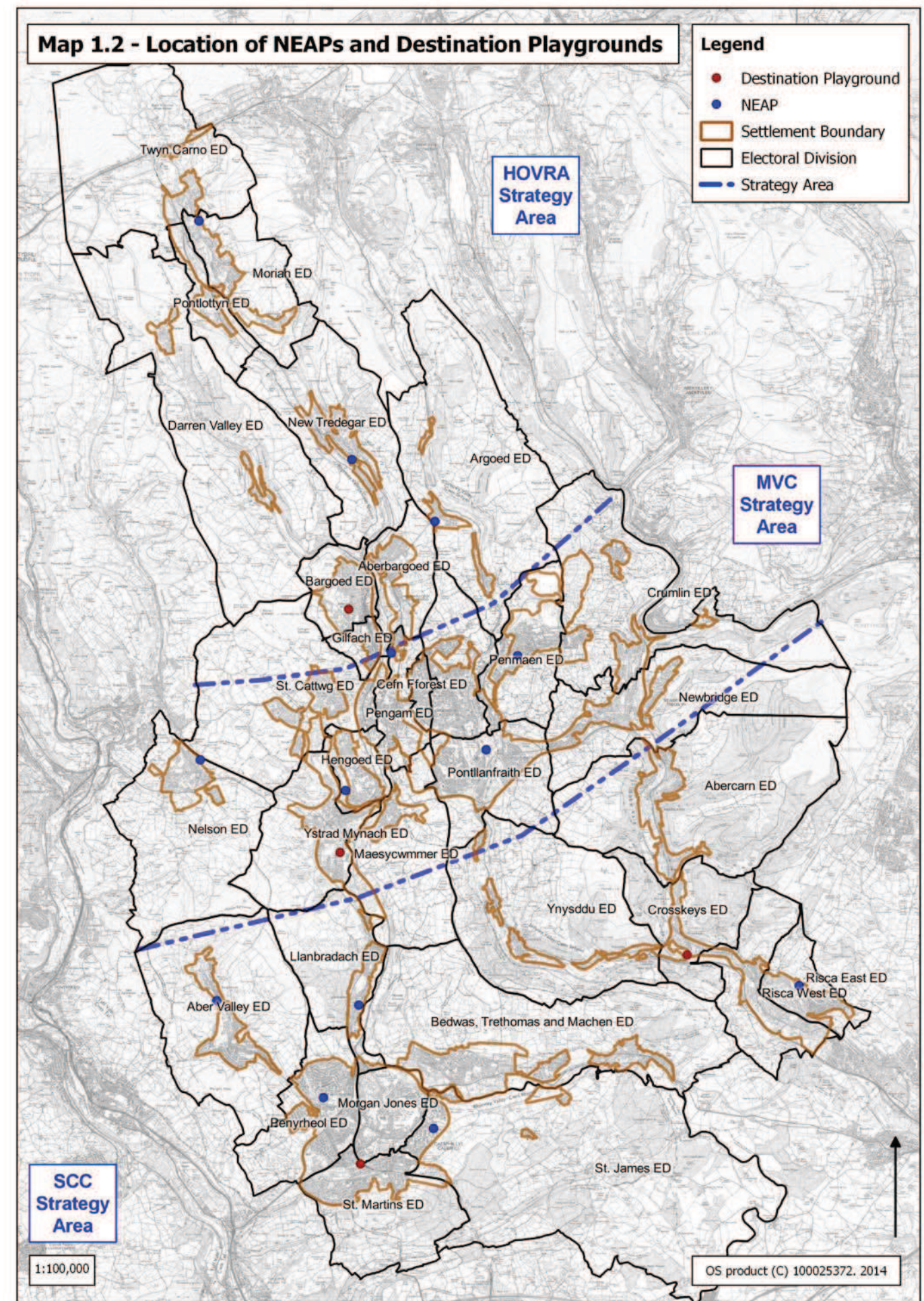
**Observations in the SCC**

- Ty Sign housing estate only has one playground facility. Residents living in the eastern part have to travel far to a fixed play facility;
- In St Martins ward, around Bryngwyn and Watford Park (eastern edge) there are no fixed play facilities;
- Whilst there appears a good provision of fixed play facilities in the SCC, the population density is much greater in the Caerphilly basin, and there may be the requirement for more facilities in these areas. This would appear to be the case in the Penyrheol ward (around Energlyn); and
- There are two destination playgrounds located in the SCC. These are in Caerphilly (in Morgan Jones ward) and Waunfawr Park in Crosskeys.

**Summary of measure (a) Provision**

Based on this measure alone, the following wards appear to require additional provisions:

- Rhymney (around Ty Coch housing estate);
- Newbridge (around Panside);
- St Cattwg (around Gelligaer);
- Risca East (around the eastern part of Ty Sign); and
- Pehyrheol (around Energlyn).



### (b) Quantity: FIT standards against equipped playing space

Using the FIT standard of 0.25 Ha per 1000 population for equipped playing space it has been possible to roughly analyse the provision of equipped playing facilities across the county borough, in line with the population figures for 2013, and the projected population increase to 2018. Map 1.3 and 1.4 show the provision of these equipped facilities against the FIT Standards.

The results of this exercise indicate that nearly all wards are underprovided for in terms of fixed play facilities. However, areas in the (HOVRA) fair better than those in the MVC and the SCC.

As is evidenced, all wards within the Caerphilly Town area (Penyrheol, St Martins and Morgan Jones) and those around the centre of the county borough (Pontllanfraith, Blackwood, Newbridge and St Cattwg) have the lowest provision per 1000 population according to the FIT benchmark. This provision is further exacerbated if the 2018 population figures are used.

However, it must be noted that this assessment is merely looking at the total provision by ward against the total population by ward. This method does not take into account the natural catchment areas for facilities (i.e. the population will use their nearest facility regardless of ward boundaries).

#### **Provision in wards against demographics**

The FIT standards can be used as a benchmark per 1000 population. However, it is possible to further analyse the population within our wards using known data of individual age groups, as detailed in the 2011 Census. Using this grouped age data, it is possible to highlight the wards that have the highest proportion of young people (0-19 years of age). The wards that have the highest proportion of young people, at over 27% of the ward population are: the Aber Valley, Argoed, Hengoed and Penyrheol wards. The Census indicates that there is not one band within these wards that is particularly higher than another (so age group 5-9 for example) – it is simply the cumulative effect of these wards having a higher proportion over all age groups that leads to the higher proportion over all. Given the quantity analysis outlined in the previous section, it is clear that these wards will require additional provision or an enhancement of provision to cater for this higher number of young people – especially within the Penyrheol and Aber Valley wards.

#### Observations in the HOVRA

- The vast majority of wards nearly meet the FIT guidelines for equipped play;
- The only wards that fare worse off are New Tredegar and Twyn Carno.

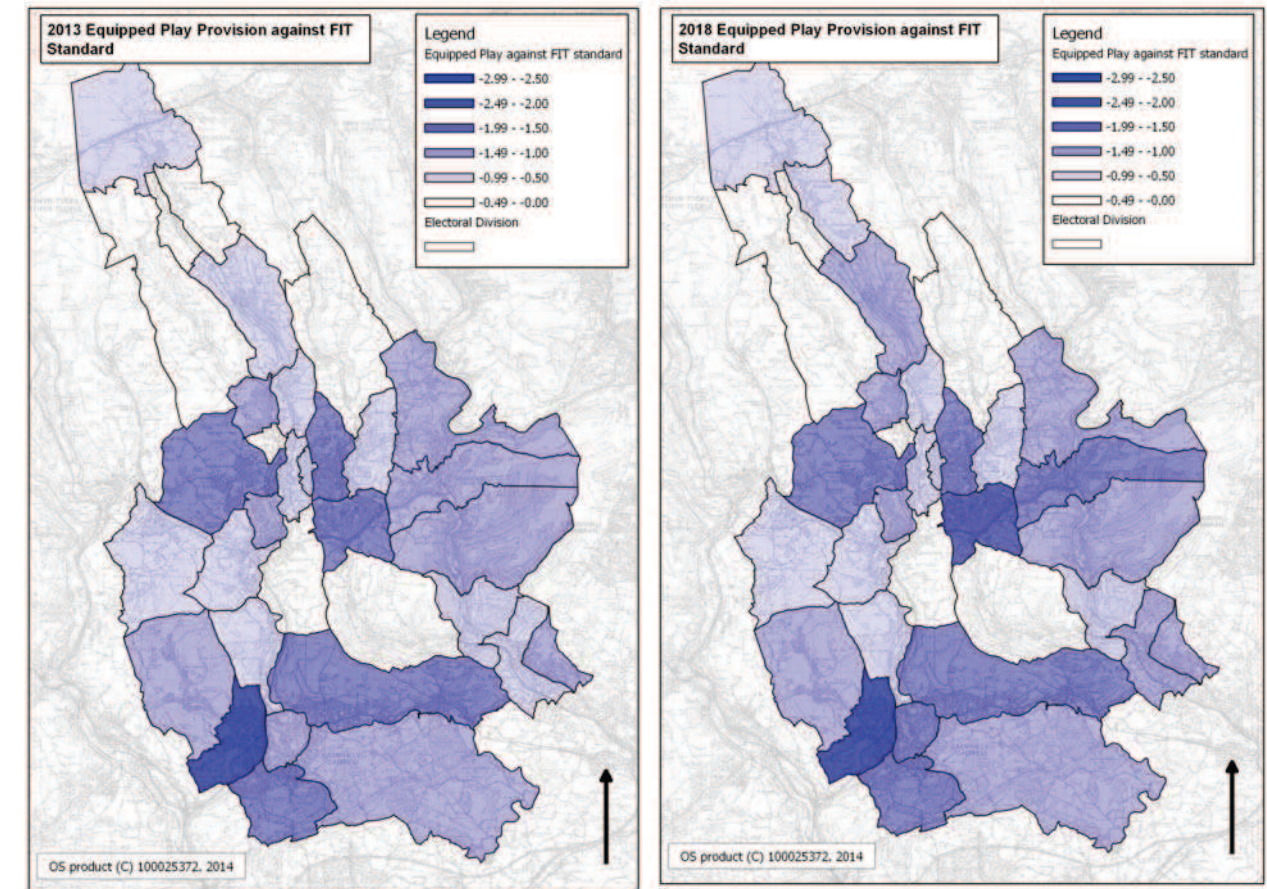
#### Observations in the MVC

- Pontllanfraith, Blackwood and St Cattwg all fare poorly against the FIT standards;
- Gilfach and Maesycwmmmer wards fare relatively well;
- Taking the 2018 population into account, Newbridge ward will fare poorly against the FIT standards.

#### Observations in the SCC

- Wards around the Caerphilly basin fare poorly against the FIT standards;
- Penyrheol ward fares exceptionally poorly against the standards, given the population of the area;
- The 2018 projections highlight that additional provisions are required across the whole SCC.
- Risca West ward helps alleviate the deficiency in Risca East ward, however in the 2018 projections more facilities are required.

Maps 1.3 and 1.4 Equipped play provision against FIT standards by ward.



#### **Summary of measure (b) Quantity**

Based on this measure alone, the following wards appear to have a higher than average population to equipped play provision ratio:

- Penyrheol;
- Blackwood; and
- Pontllanfraith.

Those wards where provisions are closer to the FIT standard are:

- Maesycwmmmer;
- Gilfach;
- Ynysddu;
- Darren Valley; and
- Argoed.

**(c) Accessibility: FIT standards against equipped playing space**

Using the FIT standards prescribed in Appendix 1, the following equipped play facilities were attributed a maximum walking distance for children and young people.

Table 1.2: Walking distances for equipped play facilities

Type of equipped play space	Walking distance
Play Areas	240 metres
Kickwalls (Outdoor kickabout)	600 metres
Wheeled Play	600 metres
Multi Use Games Area	600 metres
Youth Shelters	600 metres

Map 1.5 indicates those areas where accessibility to equipped playing facilities is more challenging. It is important to note that the maps indicate the extent of existing settlement limits. As industrial estates are also located within settlement limits, it is vital to note that a lack of facilities in an area does not necessarily indicate that there are residents that live in those areas (for example Oakdale Plateau). Similarly, there are small villages that have facilities that lie in areas classified as the Countryside (for example Draethen).

There is generally a good distribution of facilities across the county borough. However there a number of areas where access to LEAPs and NEAPs is poor, specifically: Hendredenny, Penpedairheol, Northern Llanbradach / Southern Ystrad Mynach, Pontllanfraith and Blackwood, and Ty Coch in Rhymney. In Northern Llanbradach/Southern Ystrad Mynach, a new facility is due to be installed in the Cwm Las estate, which will alleviate this deficiency.

For the more attractive destination playgrounds, FIT prescribes a 20-minute drive time distance to access these facilities. Given the size of the county borough, coupled with the good distribution of destination playgrounds (as indicated in map 1.6), the destination playgrounds are located in readily accessible areas. It is notable that the location of the destination playgrounds corresponds with those areas where there are deficiencies in local provision, namely: Morgan Jones, Pontllanfraith, Ystrad Mynach, Crosskeys and Bargoed. Map 1.6 shows that only two parts of the county borough are more than 20 minutes drive time to a destination playground. These are parts of Twyn Carno and St James Wards. Both areas outside of the 20 minutes accessibility are sparsely populated and are quite isolated.

**Observations in the HOVRA**

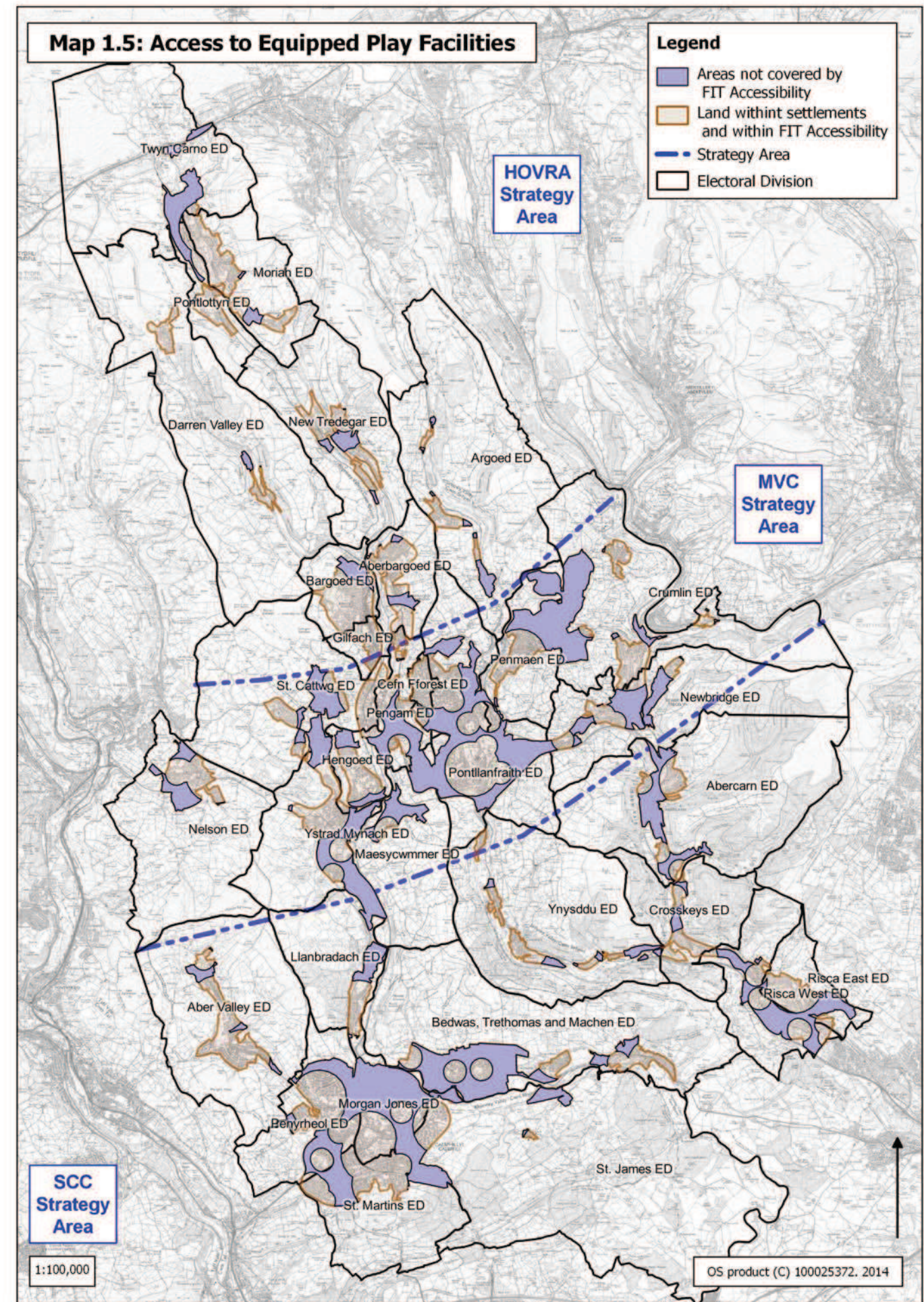
- Parts of Twyn Carno, Phillipstown, Lower Argoed and Abertwsswg are not within the accessibility distances prescribed by FIT;
- The remaining areas all have access to a piece of equipped play facility;
- All parts of the HOVRA are within 20 minutes drive time of a destination playground.

**Observations in the MVC**

- Parts of Nelson, Penpedairheol, Maesycwmmmer, Pontllanfraith, Oakdale, Newbridge and Panside fall outside of the specified distance analysis for equipped play facilities according to FIT standards;
- There are no areas within the MVC that are outside of the 20-minute drive time from destination playgrounds.

**Observations in the SCC**

- Parts of Caerphilly (Penyrheol, Watford Park, Lansbury Park, and the north part of Churchill Park), Llanbradach, Bedwas, Waterloo, and Machen, Risca West and Risca East, are not within the accessibility distances prescribed by FIT;
- Nearly all areas are within 20-minute drive time from a destination playground. The only area that is not within 20 minutes is Rudry in Caerphilly.



### Summary of measure (c) Accessibility

Using this measure alone, the following wards have the highest amount of land (Ha) that are not within the FIT Accessibility criteria;

- Crumlin;
- Pontllanfraith;
- Abercarn;
- Maesycwmmmer; and
- Newbridge.

The wards that have good accessibility are:

- Cefn Fforest;
- Darren Valley;
- Pontlottyn; and
- Aberbargoed

### (d) Quality: equipped play facilities

Map 1.7 highlights the distribution and condition of the equipped play facilities owned by the Council as at November 2013. However, it should be noted that not all facilities that are publically accessible are Council owned or maintained. Consequently, those sites that are not maintained by CCBC have a condition classification of 'unknown'.

This map indicates that the play facilities that are located throughout the MVC and the SCC are generally in good condition. There are only three facilities that are in good condition within the HOVRA.

Out of 102 council maintained equipped play facilities, 31 are in good condition, 67 are of average condition, 1 is unknown (owned and maintained by an external body), 1 is closed (in Cefn Fforest) and 4 are poor.

The facilities in poor quality are located in: the Cwrt Rawlin part of South West Caerphilly; East Risca; Pengam; and Pentwynmawr.

With regards to the distribution of MUGA's and their associated condition, the only MUGA's that are in an 'average' condition can be found in north Aberbargoed and Graig-Y-Rhacca, although the condition of those in schools is unknown (such as at Oakdale Comprehensive). The remainder are in good condition.

For Skate parks, the picture again is fairly similar – there are no skate parks designated as being of 'poor' condition, however those in Rhymney, Bargoed, Graig Y Rhacca and Risca are classified as average.

With regard to youth shelters, only two are in good condition (Deri and Abercarn), with the remainder classed as being of 'average' condition.

Finally, out of the 8 outdoor kickabout areas (or Kickwalls as they are also known), one is classed as poor (Ystrad Mynach), three are of average condition (Fochriw, Gelligaer and Risca) and the remainder are all in good condition.

Overall, there are fewer provisions around Caerphilly town, Blackwood, Pontllanfraith, Risca and Graig Y Rhacca that are in good condition. These facilities are predominantly only of 'Average' condition. Given that these areas are also those that fall short of the FIT standards for quantity, there is a need to provide adequate remediation in these areas.

Map 1.8 indicates the overall condition of the NEAPs and Destination Playgrounds across the county borough. Notably all are either of average or good condition, illustrating the Council's commitment to maintaining these important facilities for the community.

The NEAPs that are generally in good condition are located in Penyrheol, Senghenydd, Llanbradach and Markham. Ystrad Mynach and New Tredegar are the only destination playgrounds in good condition. The remainder are all in average condition.

#### Observations in the HOVRA

- The majority of the facilities are in average condition;
- There are only three of facilities in the HOVRA that are in good condition

#### Observations in the MVC

- The majority of the facilities in the MVC are in average condition, however there are 10 sites that are in good condition;
- There are only two facilities that are in poor condition – these are in Pengam and in Pentwy-mawr;
- The majority of the destination playground and NEAPs are of average condition.

#### Observations in the SCC

- The majority of the facilities in the SCC are in average condition;
- There are two playgrounds in poor condition. These are in St Martins ward and Risca West;
- Three NEAPs in Senghenydd, Llanbradach and Penyrheol are in good condition. The remaining NEAP and Destination Facilities are of average condition.

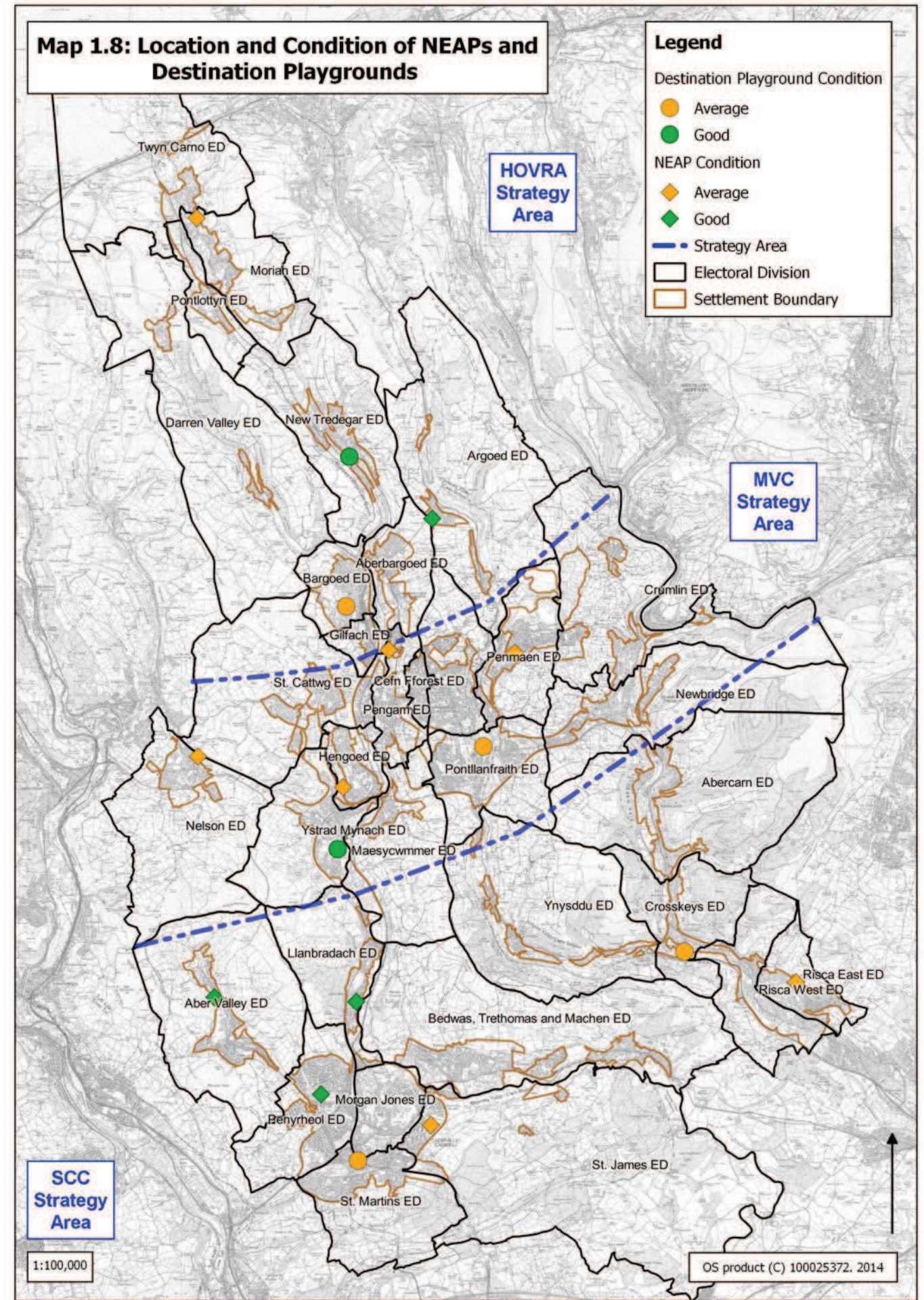
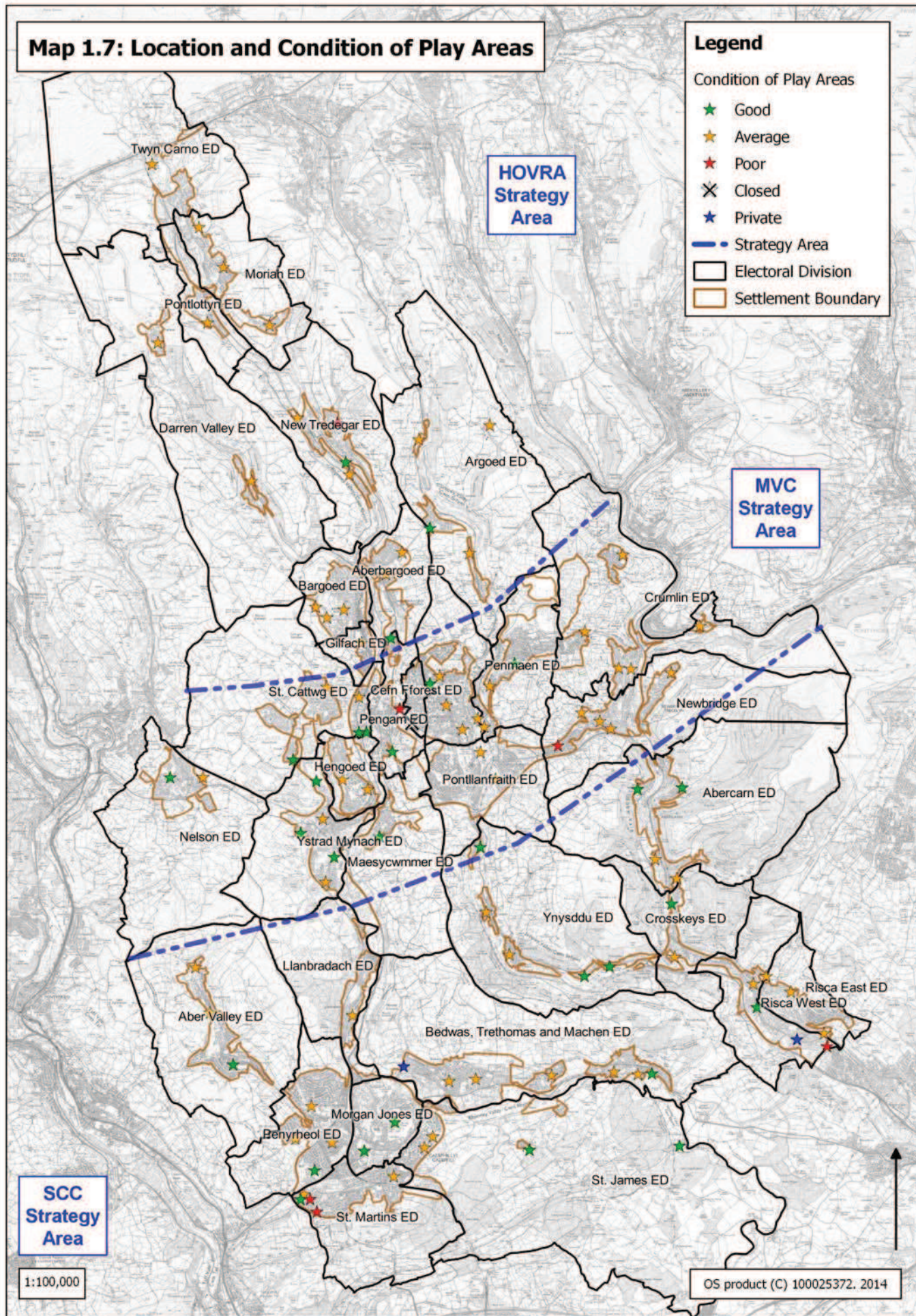
### Summary of measure (d) Quality

Based on this measure alone, the condition of the facilities in the following wards need to improved

- Cefn Fforest;
- St Martins;
- New Tredegar; and
- Risca West.

Conversely the facilities in the following wards are in good condition:

- Morgan Jones;
- Crumlin; and
- Ynysddu.



**(e) Lifespan of facilities remaining**

Understanding the lifespan of facilities can help to target future investment in an area. Map 1.9 shows the lifespan remaining on facilities across the county borough. The map indicates that in the HOVRA, the majority of facilities have over 6 years remaining. In the MVC, most facilities are fairly evenly split between sites that have 10 or more years remaining, and greater than 6 years. However in Cefn Fforest and Pontllanfraith wards, there are two sites that have a lifespan of between 2 and 5 years.

Notably in the SCC there is 1 playground that is nearing the end of its life with a lifespan of less than two years remaining and this is in close proximity to one that is also nearing the end of its life expectancy at between 2 and 5 years.

**Observations in the HOVRA**

- The majority of facilities have a lifespan of 6-9 years remaining;
- Only three playgrounds have a lifespan of 10 or more years. These playgrounds are in Brithdir, New Tredegar and Britannia;
- There is only one facility whose lifespan remaining is 2 – 5 years. This is in Phillipstown which is earmarked for improvement by the end of 2014.

**Observations in the MVC**

- The majority of the facilities have a lifespan of 10 or more years, or 6-9 years;
- There are two facilities that have a lifespan of 2 – 5 years. These are in Pontllanfraith and Cefn Fforest.

**Observations in the SCC**

- The majority of facilities have approximately 6-9 years lifespan remaining;
- Two playgrounds have 2-5 years remaining. These are in St Martins and Risca West.

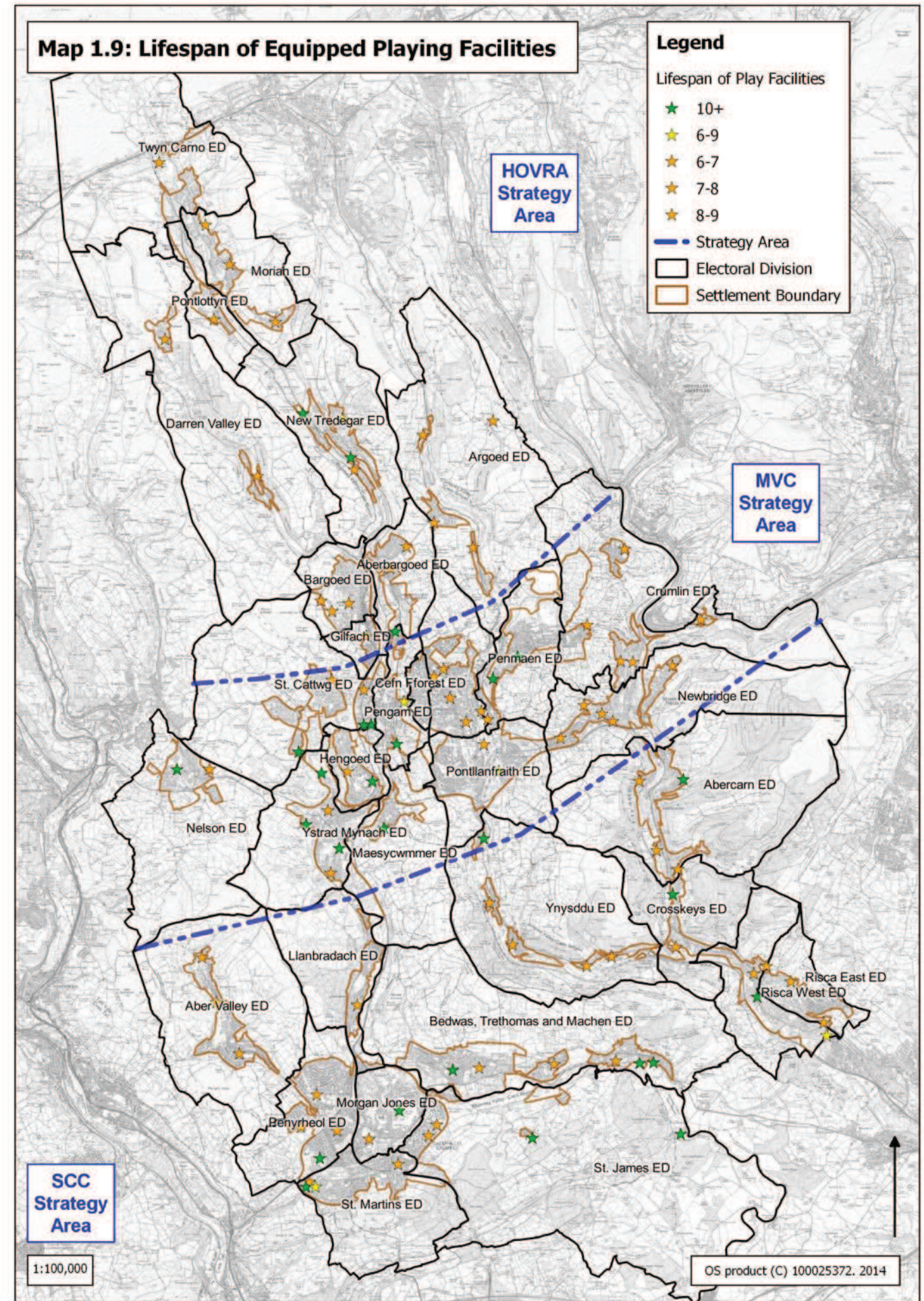
**Summary of measure (e) Lifespan of facilities**

Based on this measure alone, the following wards have a higher proportion of facilities that are nearing the end of their lifespan:

- St Martins;
- Risca East;
- Pontllanfraith; and
- Cefn Fforest.

The following wards have a high proportion of facilities that have 10 or more years remaining:

- Ystrad Mynach;
- Hengoed; and
- Penmaen.





## Overall weighting of Section 1: Equipped Play Facilities

In order to help assess the individual playgrounds, the weighting and scoring analysis (attached at Appendix 3) highlights the various indicators and their total scoring. Map 1.10 indicates the overall score for each equipped play facility where 0.1 is the lowest score indicating a poor facility (therefore meaning that the playground is of a poor condition, has a low life expectancy remaining and only has a small number of facilities on offer) and 30.0 is the highest score and represents the best facilities overall.

The two facilities that score poorly are within St Martin's ward and Risca East. One facility in Pengam scored only between 5-10 points.

The distribution of equipped play facilities across the County Borough is extensive. There are only a small number of areas where there is a need to expand or enhance upon existing provision.

### Observations in the HOVRA:

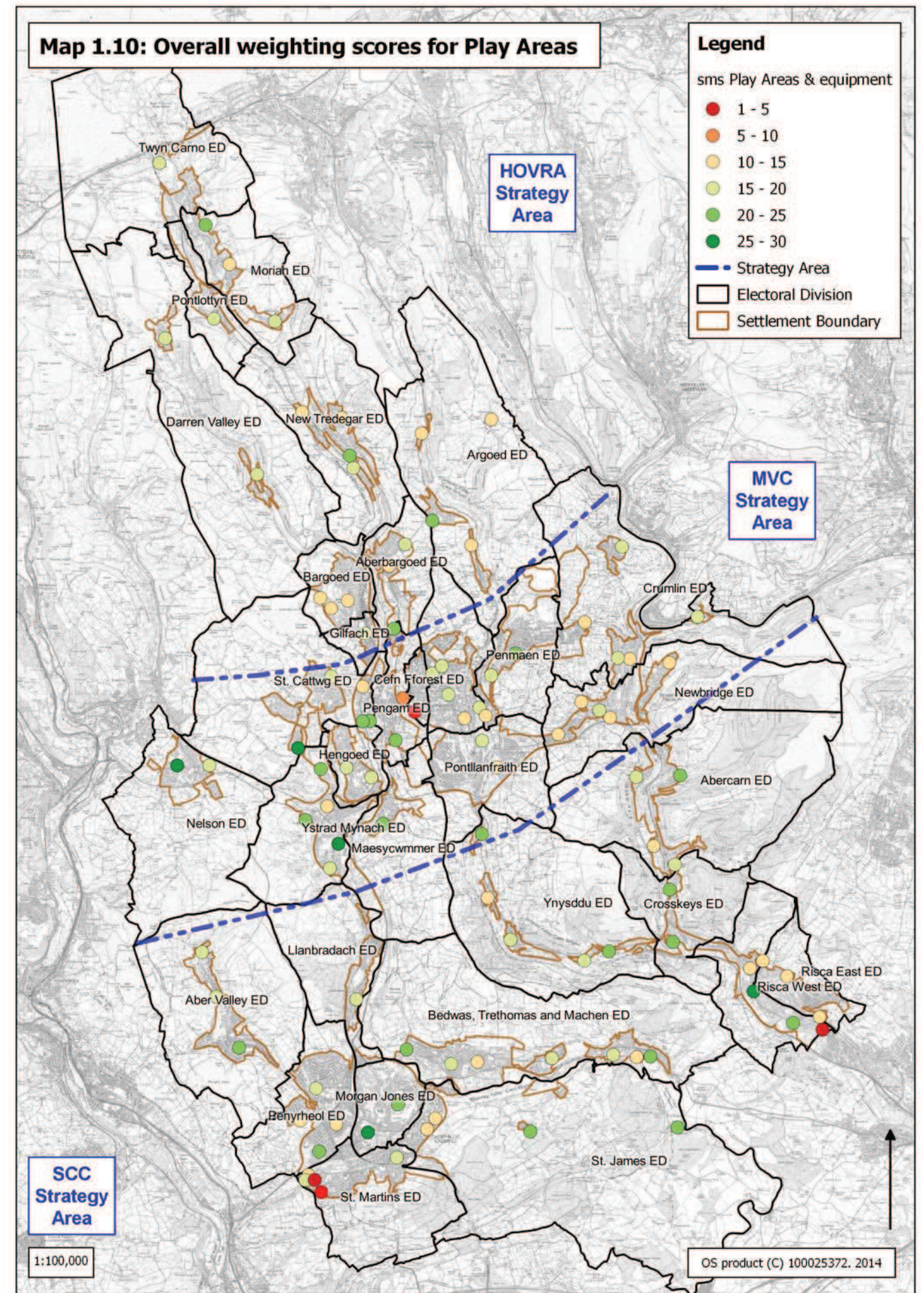
- The HOVRA has a good provision of equipped play facilities within each settlement, however the majority of these are only of 'average' condition;
- The facilities located in isolated locations (such as Deri, Fochriw, Llechryd and Hollybush) are in relatively good condition.

### Observations in the MVC:

- There is a good provision of good quality facilities in the MVC;
- There are only a few areas in the mid valleys where access to a playground is more difficult, in particular Penllywn in Pontllanfraith, Highfields in Blackwood, Southern Panside, and Gelligaer. It is these areas within the mid valleys where relocation or additional provision is required in order to ensure that there is a access to good play facilities;
- Within the Pontllanfraith and Newbridge areas, there is also a lack of provision for older children. The provision of a NEAP within both of these wards would help to remedy the current deficiency.

### Observations in the SCC:

- The main wards of Penyrheol, St Martins and Morgan Jones ward are densely populated and this leads to the need for greater provision in order to meet the FIT benchmark standard;
- There is a good provision of facilities in the east of the SCC in the Risca area;
- Older children's needs are only catered for however at Ty Sign or Crosskeys.



## Key Findings: Equipped Play Facilities

In light of the analysis undertaken throughout this review, a number of key findings are highlighted in respect of Equipped Play Facilities across the three Strategy Areas. They are as follows:

### Observations in the HOVRA:

- The HOVRA has a good provision of equipped play facilities within each settlement, however the majority of these provisions are only of 'average' condition;
- The only area where there is an accessibility deficiency is around the Ty Coch housing estate in Rhymney;
- The facility in Phillipstown is in an overall poor condition.

### Observations in the MVC:

- There is a good provision of equipped playing facilities in the MVC;
- Using the projected 2018 population increase coupled with the current provision across the wards of Pontllanfraith, Blackwood, and Newbridge, the facilities in these wards will be placed under increasing pressure;
- There is a lack of provision in Pontllanfraith and Newbridge for older children.

### Observations in the SCC:

- Whilst Risca East has limited facilities Risca West has an over provision;
- The only equipped play facilities in the Bedwas area are playgrounds;
- The current provision of equipped play facilities in the Caerphilly basin is generally poor;
- The Morgan Jones ward has a destination playground, which serves a wider population than the accessibility map would suggest.

## Recommendations:

This review has considered the provision, quality, accessibility, quality and lifespan of equipped play provisions across Caerphilly County Borough. Following on from the information collated in the report, and data contained in the appendices, the following recommendations are advised.

### ***R1: There is a need to improve the quality of provision in the HOVRA.***

Given the remote nature of settlements, access to good quality provisions is essential. In addition, there is a need to provide additional facilities in the north of Rhymney, as this is an area that is currently underprovided for.

### ***R2: There is a need to expand the provision for older children within the Pontllanfraith and Bedwas areas.***

These provisions will help provide facilities in areas where there are, and will be, a high proportion of older children in the future.

### ***R3: There is a need to ensure that all areas have access to good quality equipped play facilities.***

Given the high population in the SCC, there is a need to ensure that the condition of these facilities is enhanced as there is a greater demand on these facilities.

## SECTION 2: SPORTS PITCHES



## Section 2: Sports Pitches

This section deals specifically with the following types of formal sports pitch:

- Dual Use (for example, a football pitch and a cricket pitch);
- Football;
- Rugby;
- Cricket;
- Bowling Greens;
- Tennis Courts; and
- Athletics Tracks.

The provision of Artificial Turf Pitches (ATP's) is covered in Section 3: Current Provision of Leisure Centres.

### Current Provision

Map 2.1 shows the general provision of these sporting facilities across the county borough. This illustrates that nearly all areas within the county borough have access to a sports facility. However in order to fully assess provision, FIT guidelines break down the type of sports pitch into two categories as follows:

- 1) Designated Sports Pitches (formal facilities including Football and Rugby pitches); and
- 2) Other Outdoor Sports Facilities (Tennis Courts, Cricket Pitches, Bowling Greens, Athletics Tracks).

These two types of sporting facilities have different standards associated with them (as outlined in Appendix 1) and cannot therefore be directly compared.

In order to consider the adequacy of the existing sport pitch provision in the county borough and help inform future priorities for development and investment, it is necessary to review the two types of sporting facilities using the following 3 key assessment measures:

- a. Quantity;
- b. Accessibility; and
- c. Quality.

All pitches have been comprehensively assessed against each measure in order to evaluate the existing facilities in the county borough. The facilities are further scored through a weighting and scoring matrix the results of which are contained in Appendix 4.

This report will now specifically look at Designated Sports pitches and will analyse them against their specific FIT benchmark standards.

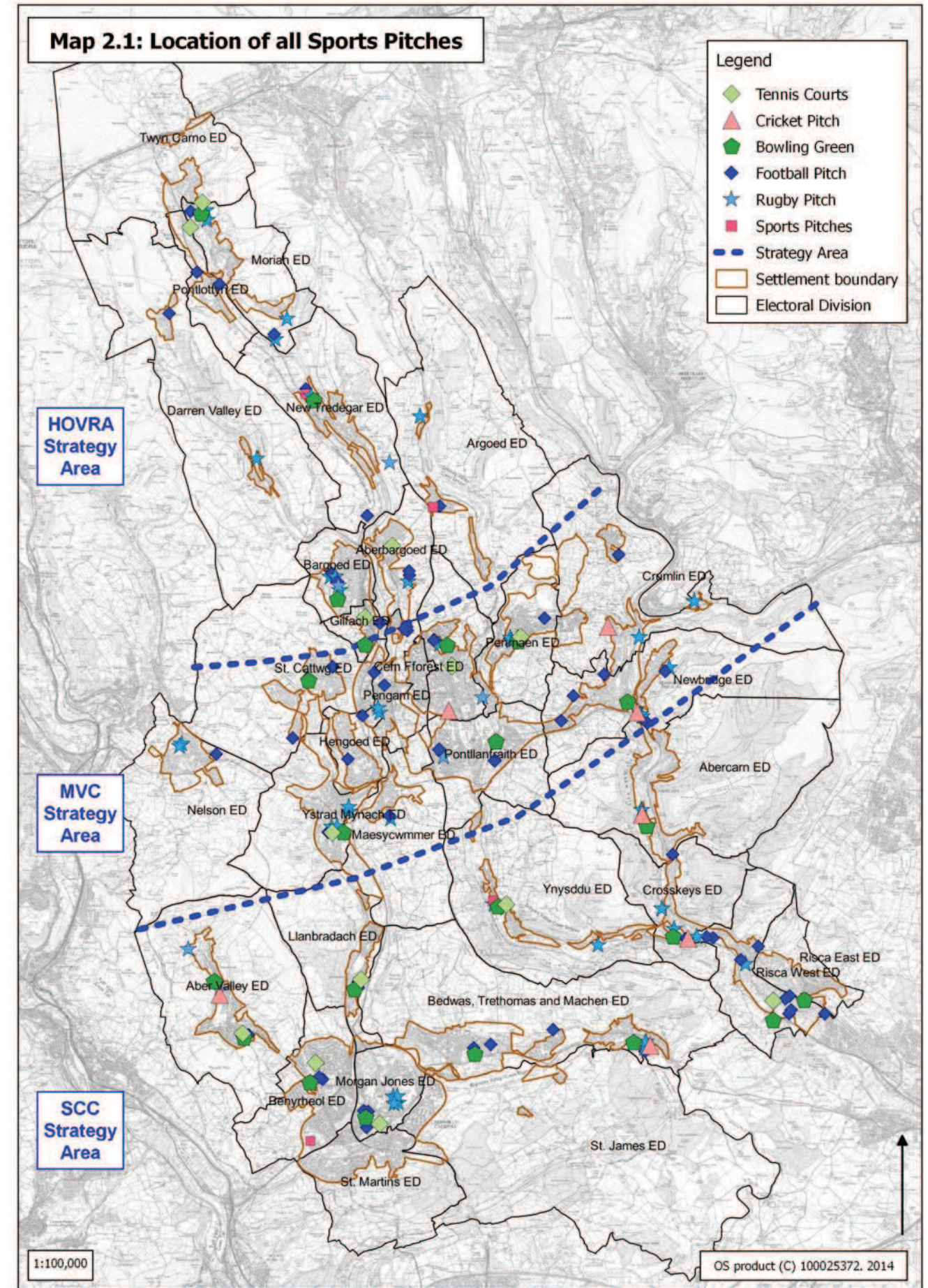
### Designated Sports Pitches

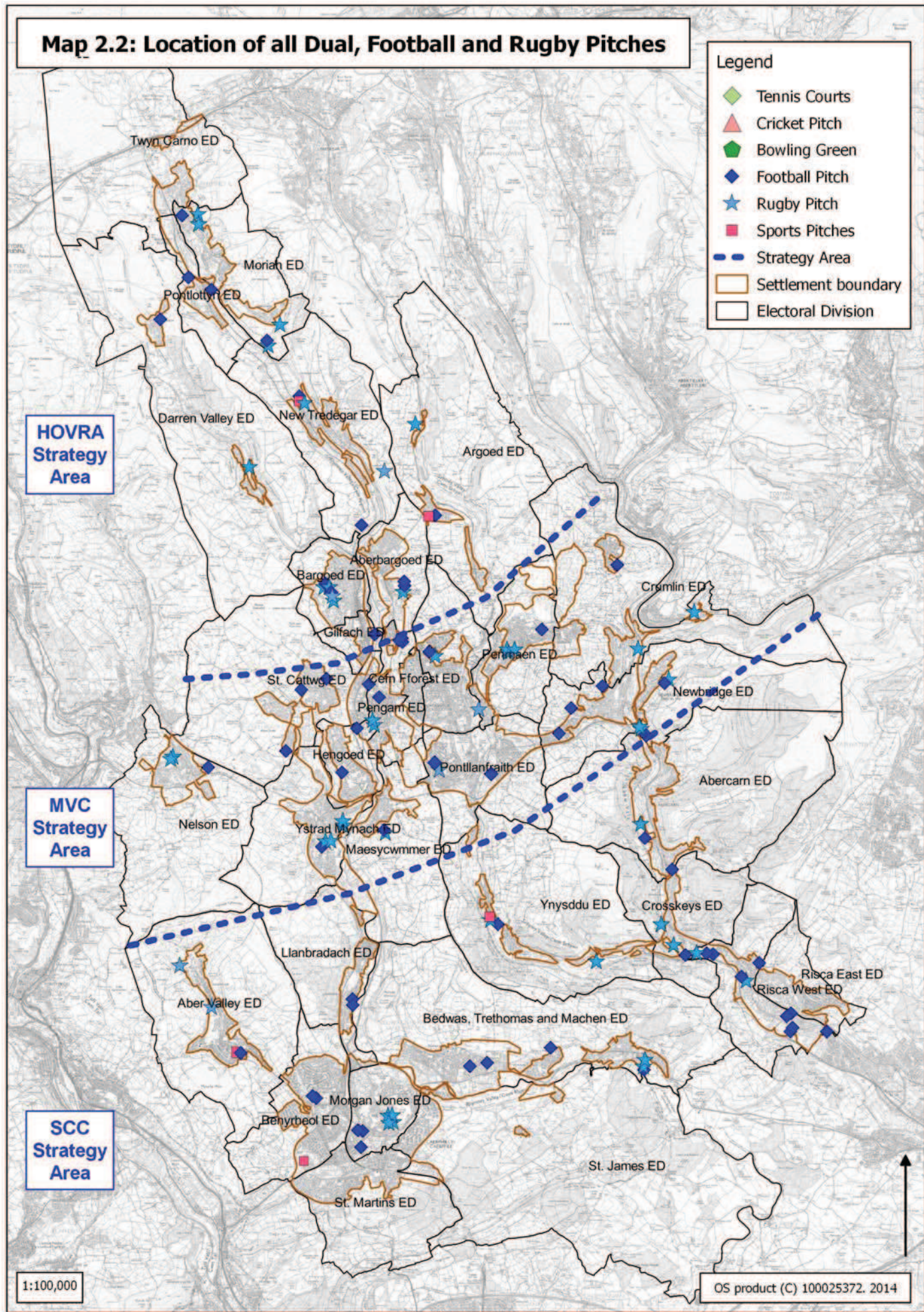
FIT guidelines prescribe different standards of provision depending on the type of sports pitch to be provided. Football, Rugby and Dual use pitches are classified as 'Designated Sports Pitches'.

Map 2.2 details the location of the designated Dual Use, Football and Rugby Pitches in the county borough and illustrates that there is a good geographical spread of such facilities.

Nearly all communities with the exception of St Martins, St James and Twyn Carno wards have access to a Designated Sports Pitch. However the Ystrad Mynach Ward comprises the recently opened Centre of Sporting Excellence, which is not indicated in Map 2.1.

There are more dual use sports pitches within the MVC than in the SCC and HOVRA. There is also a greater portion of football pitches in the MVC and SCC when compared to the HOVRA. It is notable that in the HOVRA, rugby pitches are more prevalent. This could be in response to local demand.





(a) Quantity

Using the FIT standards of 1.2Ha per 1000 population for Designated Sports Pitches, it is possible to analyse the adequacy of provision across the county borough, in line with the projected population figures for 2013 and 2018. Maps 2.3 and 2.4 show the provision of all Designated Sports Pitches that are owned and maintained by CCBC.

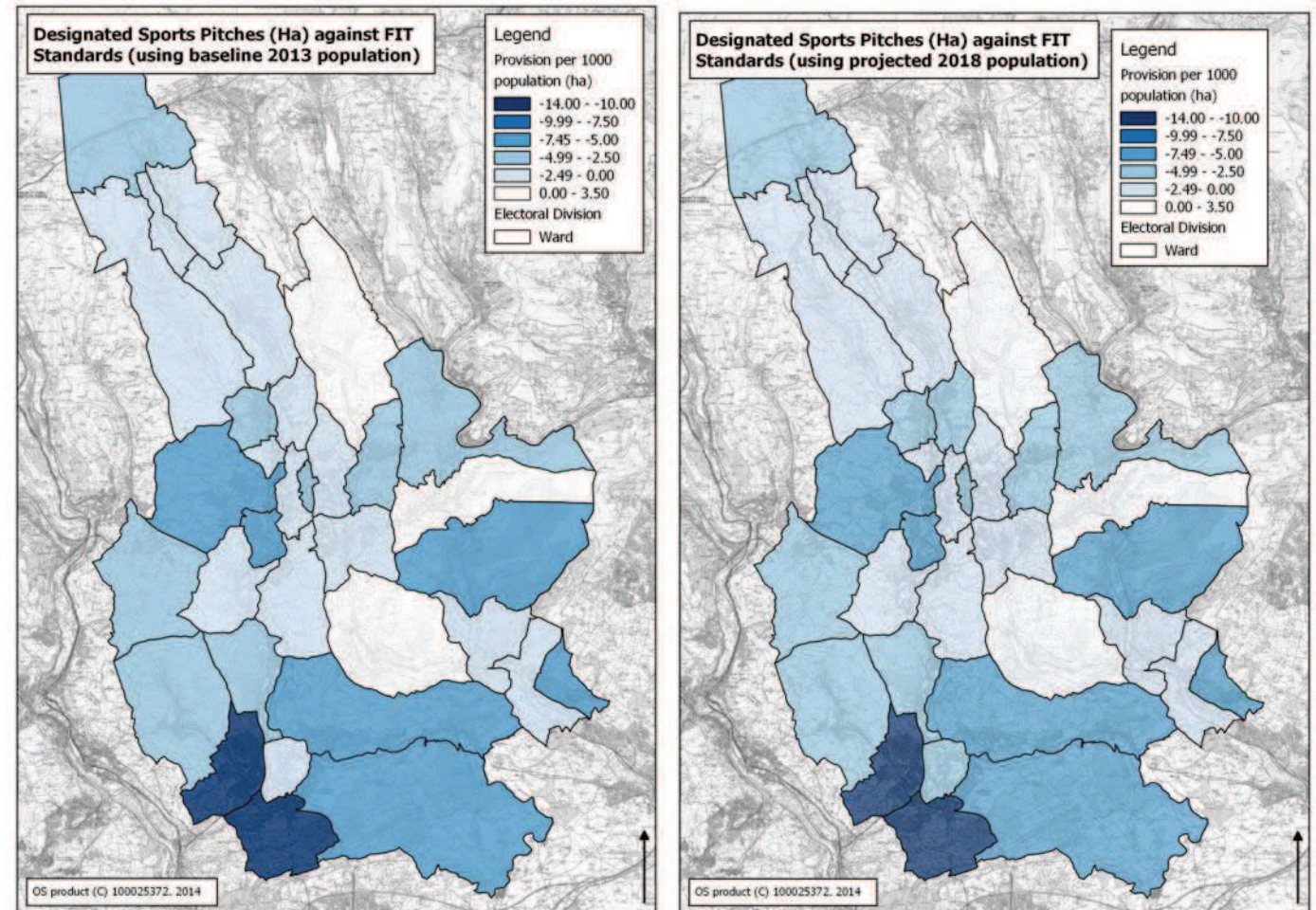
The results of this exercise indicate that wards in the SCC have a greater need for additional Designated Sports Pitches, whereas the MVC and HOVRA have better provision.

Caerphilly Town (Penyrheol, St Martins and St James) has the lowest pitch provision per 1000 population when assessed against the FIT benchmark. When assessed against the projected population for 2018, this situation worsens.

There are three wards that have good provision when assessed against the FIT standard. These wards are Newbridge, Ynysddu and Argoed. The facilities in these wards help alleviate deficiencies in neighbouring wards.

It is important to note that this ward assessment considers total provision against the total population. It does not take into account the natural catchment areas for facilities (i.e. the population will use their nearest facility regardless of ward boundaries). In addition, different types of facilities will have a different appeal to different groups of people.

Map 2.3 and 2.4 Provision by ward of designated sports pitches using 2013 and 2018 population projections.



Observations in the HOVRA

- The HOVRA has an overall good provision of sports pitches;
- Argoed ward fares the best;
- Gilfach and Twyn Carno wards fare the worst across the HOVRA against the FIT standards; and
- Aberbargoed ward is the only ward where provision gets worse with the 2018 population increase.

Observations in the MVC

- Newbridge ward has the best provision across the MVC against the FIT standards;
- St Cattwg and Hengoed wards have a higher population to sports pitch provision and therefore have the highest shortfall in provision.

Observations in the SCC

- The majority of wards have a significant shortfall in provision;
- Only Ynysddu ward has a relatively good provision of sports pitches;
- Penyrheol and St Martins ward have a high shortfall of sports pitch provision;
- Bedwas, Trethomas and Machen also fare poorly in sports pitch provision;
- Risca East has a high shortfall in provision for sports pitches however Risca West ward has a relatively good provision.

**Summary of measure (a) - Quantity**

Based on this measure alone, the following wards have poor provision of Designated Sports Pitches (when assessed against the FIT standards):

- Penyrheol; and
- St Martins.

Conversely, the following wards have a good provision.

- Newbridge;
- Argoed; and
- Ynysddu.

**(b) Accessibility**

In order to assess the accessibility of facilities to residents the FIT standards prescribed in Appendix 1 have been used. This requires pitches to be located within 1.2km of residential properties.

Map 2.5 illustrates those areas that do not have good accessibility to facilities. Generally, there is a good distribution of facilities across the county borough.

There are only a few residential areas where accessibility is poor when assessed against this measure. These areas are parts of Llanbradach, North Caerphilly, Argoed, Rudry, Llechryd and Wyllye. Note the remaining three areas are industrial sites (Oakdale, Dyffryn and Van Road Caerphilly.)

Observations in the HOVRA

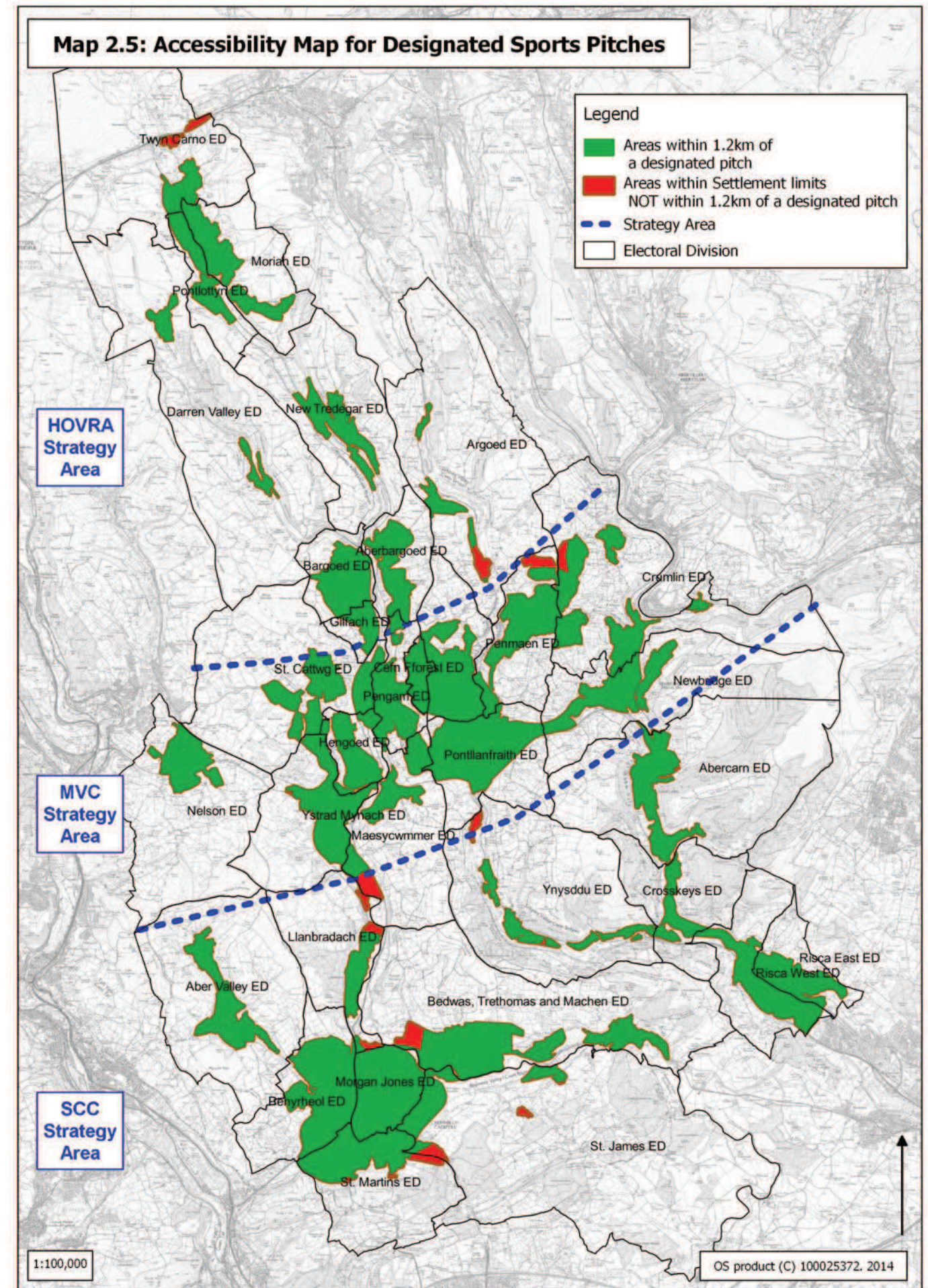
- The majority of areas within settlement limits is accessible according to the FIT standards;
- The only areas that fall outside of the 1.2km from a designated pitch are Llechryd and the southern part of Argoed.

Observations in the MVC

- The majority of the MVC is within 1.2km of a designated pitch;
- The only part of the MVC that falls outside of the 1.2km accessibility is Oakdale Plateau.

Observations in the SCC

- The majority of the settlements within the SCC are within 1.2km of a sports pitch;
- The areas that are not within 1.2km of a sports pitch are West Bedwas, Northern Llanbradach and Rudry. The last site, in eastern Caerphilly, is an industrial area known as Nes Tar.



**Summary of measure (b) – Accessibility**

Based on this measure alone, the following wards have areas that do not have good access to facilities when assessed against the FIT guidelines:

- Llanbradach;
- Argoed;
- Twyn Carno;
- Ynysddu; and
- St James.

Residents in the remaining wards have good access to designated sports pitches.

**(c) Quality of Designated Sports Pitches**

The quality of designated pitches is dependent on a number of variables. Specifically: condition, facility standards, ancillary facility provision (such as changing rooms, car parking and floodlights), drainage and type of surface. It is therefore possible to assess the quality of a pitch facility through an assessment of these individual variables.

**Condition**

Map 2.6 provides an indication of the condition of all pitches in the county borough based on maintenance inspections. On balance, there is a good provision and distribution of pitches that are of a good overall standard and a small number that are in very good condition. The facilities that are either privately run, or are part of a school are also indicated for information, however as the Council is not responsible for the maintenance of these facilities their condition is indicated as “unknown”.

Observations by strategy area: HOVRA

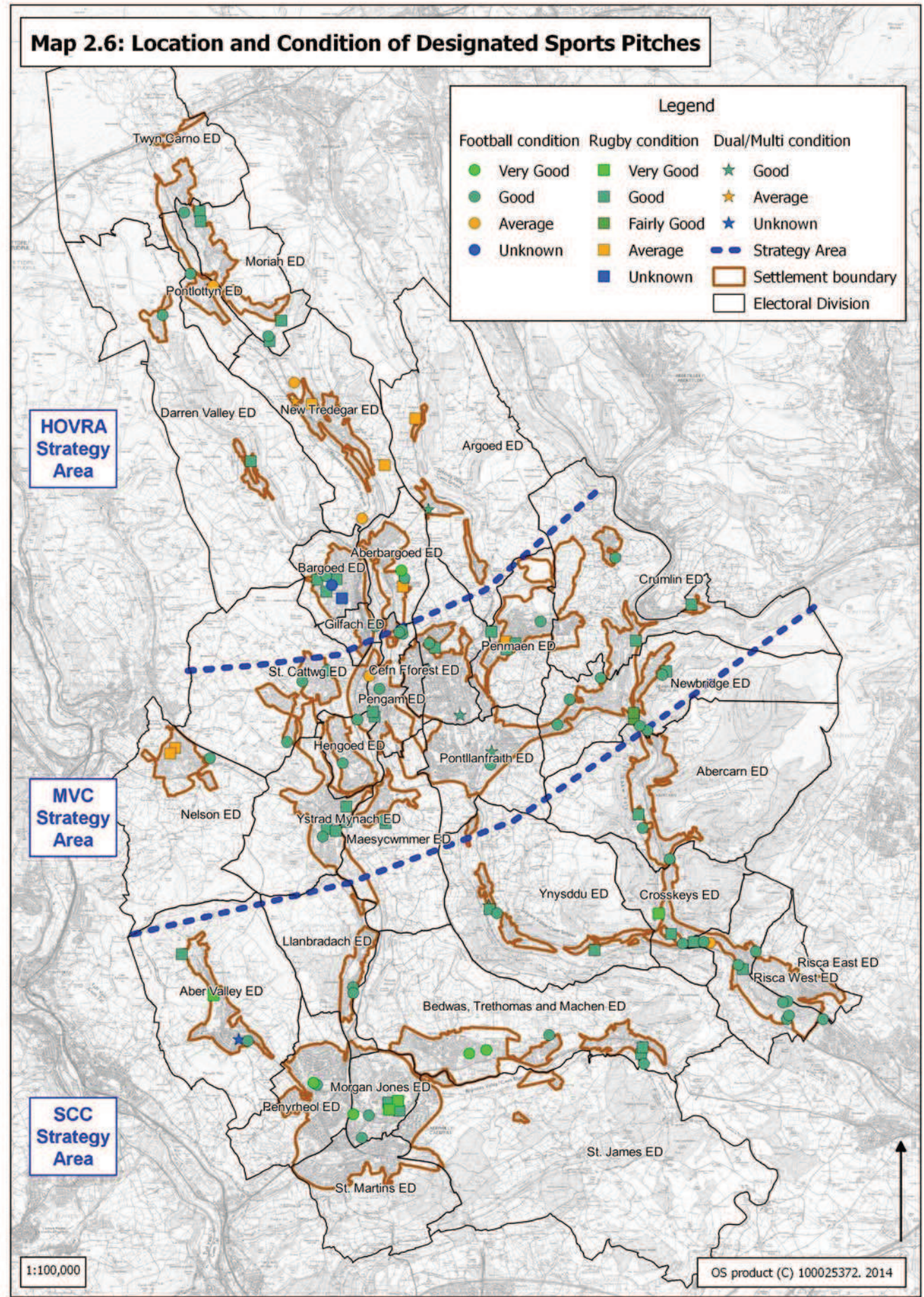
- The HOVRA is well provided for in terms of pitches;
- The majority of facilities are in an average condition;
- Twyn Carno is the only ward without any provision;
- There are no pitches in the village of Argoed due to the topography of the area, however there is a pitch located in Hollybush;
- There is a need to ensure that these facilities are well maintained and in good condition to further assist local provision.

Observations by strategy area: MVC

- There is a good provision of designated pitches across the MVC;
- The majority of facilities are in a good condition, however there are no pitches in very good condition; and
- In Pontllanfraith and Blackwood, the majority of pitches are dual use and in good condition.

Observations by strategy area: SCC

- There is a good provision of designated pitches across the SCC;
- The SCC has the greatest proportion of pitches in ‘very good’ condition;
- There are no designated playing pitches in St Martins ward;
- The majority of the pitches in the Caerphilly Basin are located at Virginia Park, Caerphilly Castle and Aneurin Bevan Park in Penyrheol;
- Along the eastern part of the SCC, in Risca, the majority of pitches are of good condition.



**Facility Standard**

Map 2.6 details the varying standard of pitch across the county borough (where standard 1 represents the highest standard and standard 3 the lowest). A standard 1 pitch is more likely to be rented out to formal clubs and groups.

Observations by strategy area: HOVRA

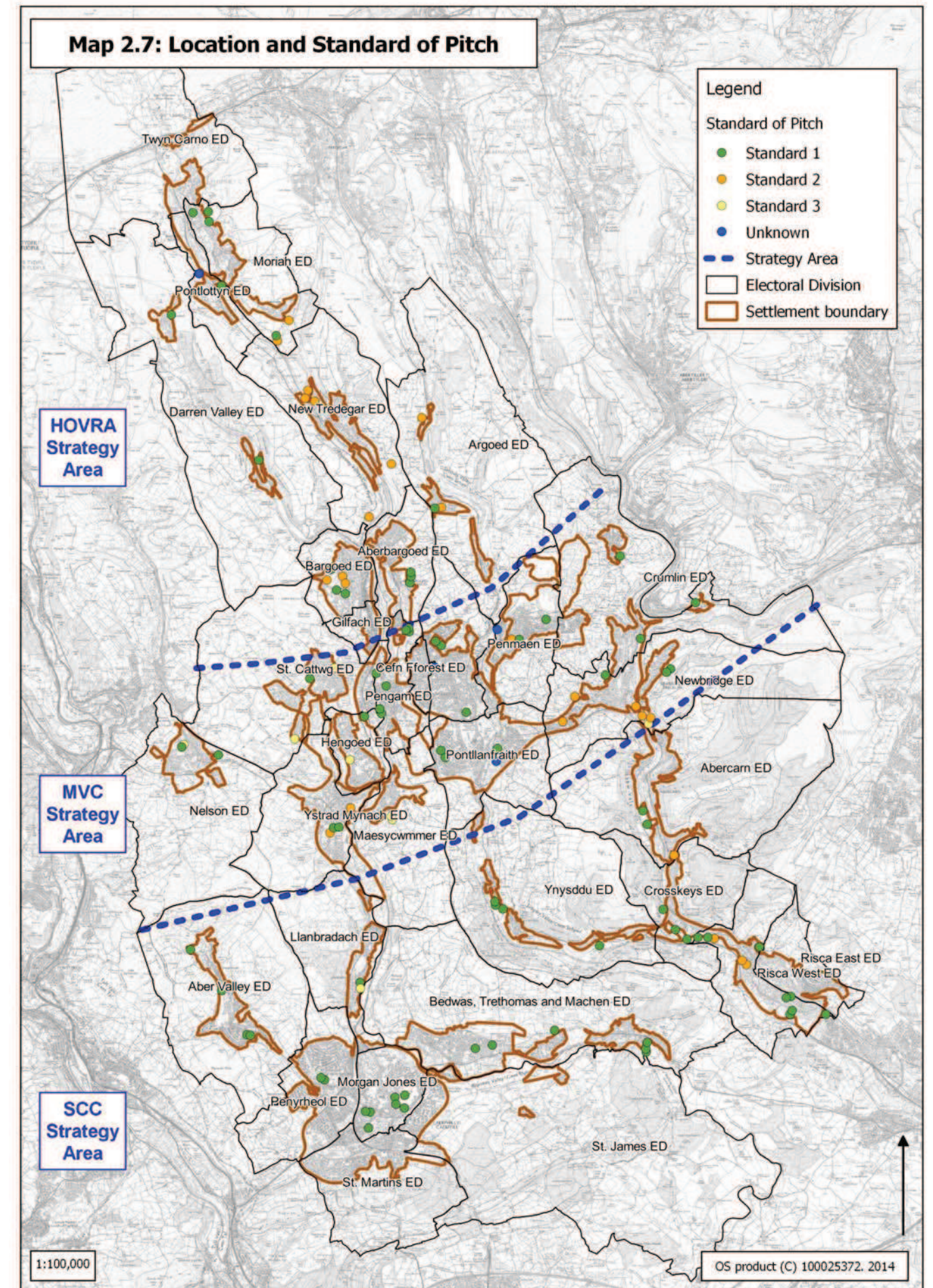
- The majority of pitches in the HOVRA are either a standard 1 or standard 2. Only one pitch (in Gilfach) is standard 3;
- All pitches in the New Tredegar ward are standard 2;
- There are no pitches in the village of Argoed.

Observations by strategy area: MVC

- The majority of pitches in this area are standard 1;
- Around Newbridge, the majority are either standard 2 or 3;
- In the western part of the MVC, i.e. in Maescywmmmer, Hengoed and Penybryn the pitches are all standard 3.

Observations by strategy area: SCC

- The majority of pitches in this area are standard 1;
- In the Caerphilly basin, nearly all pitches are standard 1;
- In the western part of the SCC, pitches are predominantly standard 1;
- There are a number of standard 2 pitches near Crosskeys and Risca West.





### Ancillary Facilities

The FIT guidelines provide guidance in respect of desirable ancillary facilities to enhance facility provision, specifically the availability of car parking, changing rooms and floodlighting. The majority of pitches that are managed by the local authority generally have these facilities associated with them. For example, most sites will have car-parking. Facilities that have car parking, changing facilities and floodlights are generally, better utilised and will appeal to more groups and clubs. Map 2.8 shows the location and type of pitch that have all three facilities.

#### Observations by strategy area: HOVRA

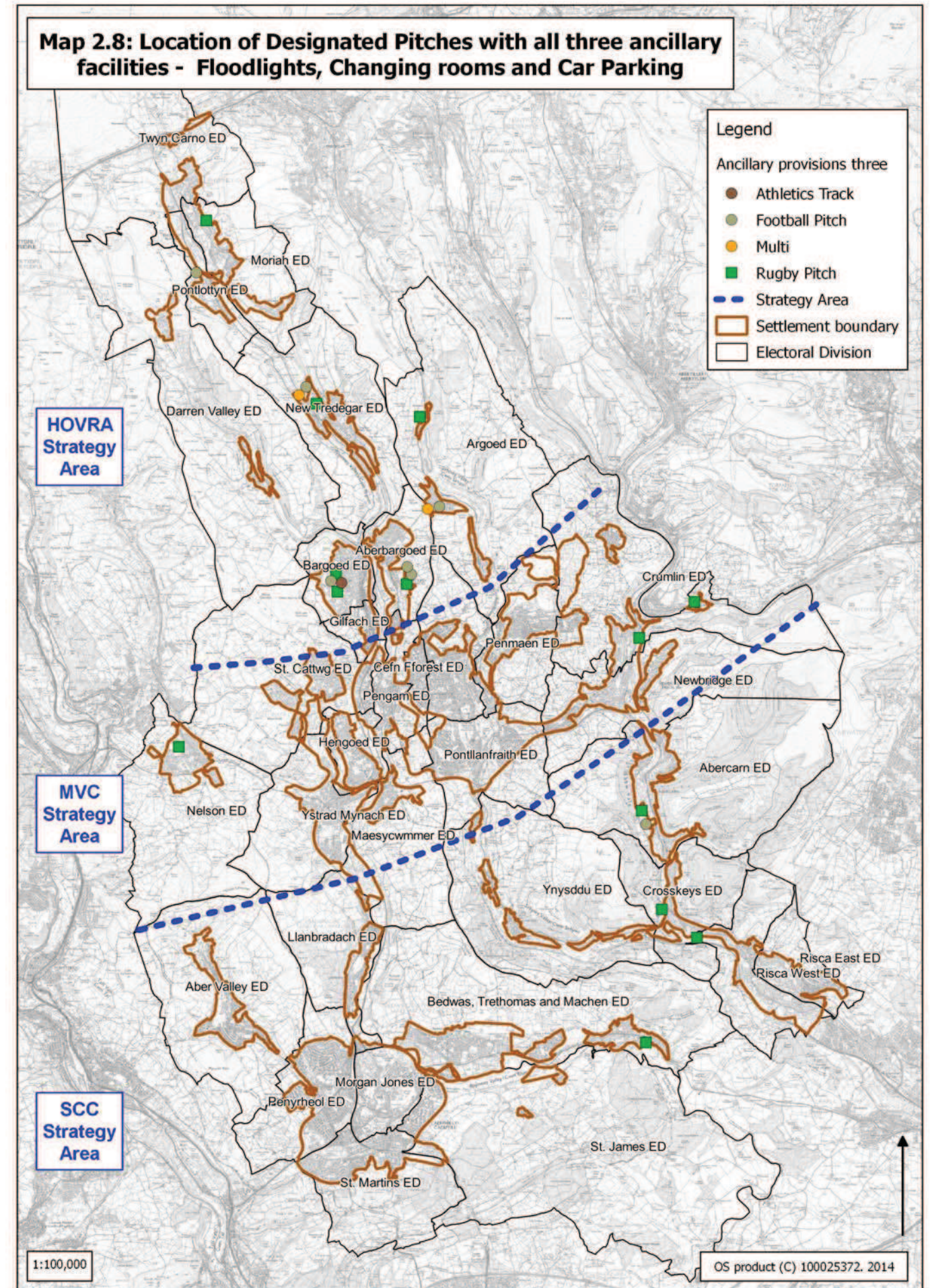
- The HOVRA has the highest proportion of pitches with all three ancillary facilities;
- The pitches located in Deri and Fochriw do not have all three key ancillary facilities.

#### Observations by strategy area: MVC

- There are only three pitches in the MVC that have all three ancillary facilities. These are the rugby pitches located in Nelson, Newbridge and Hafodrynys;
- There are no pitches with ancillary facilities in Cefn Fforest, Pontllanfraith and Blackwood;
- There are no football pitches with all three ancillary facilities in the MVC.

#### Observations by strategy area: SCC

- There are no pitches in the Caerphilly or Aber Valley area that provide all three ancillary facilities;
- The only pitches with all three ancillary facilities are located in Machen, Crosskeys, and Cwmcarn. Again, as in the MVC, these are all rugby pitches;
- There are no pitches with ancillary facilities in Ynysddu.

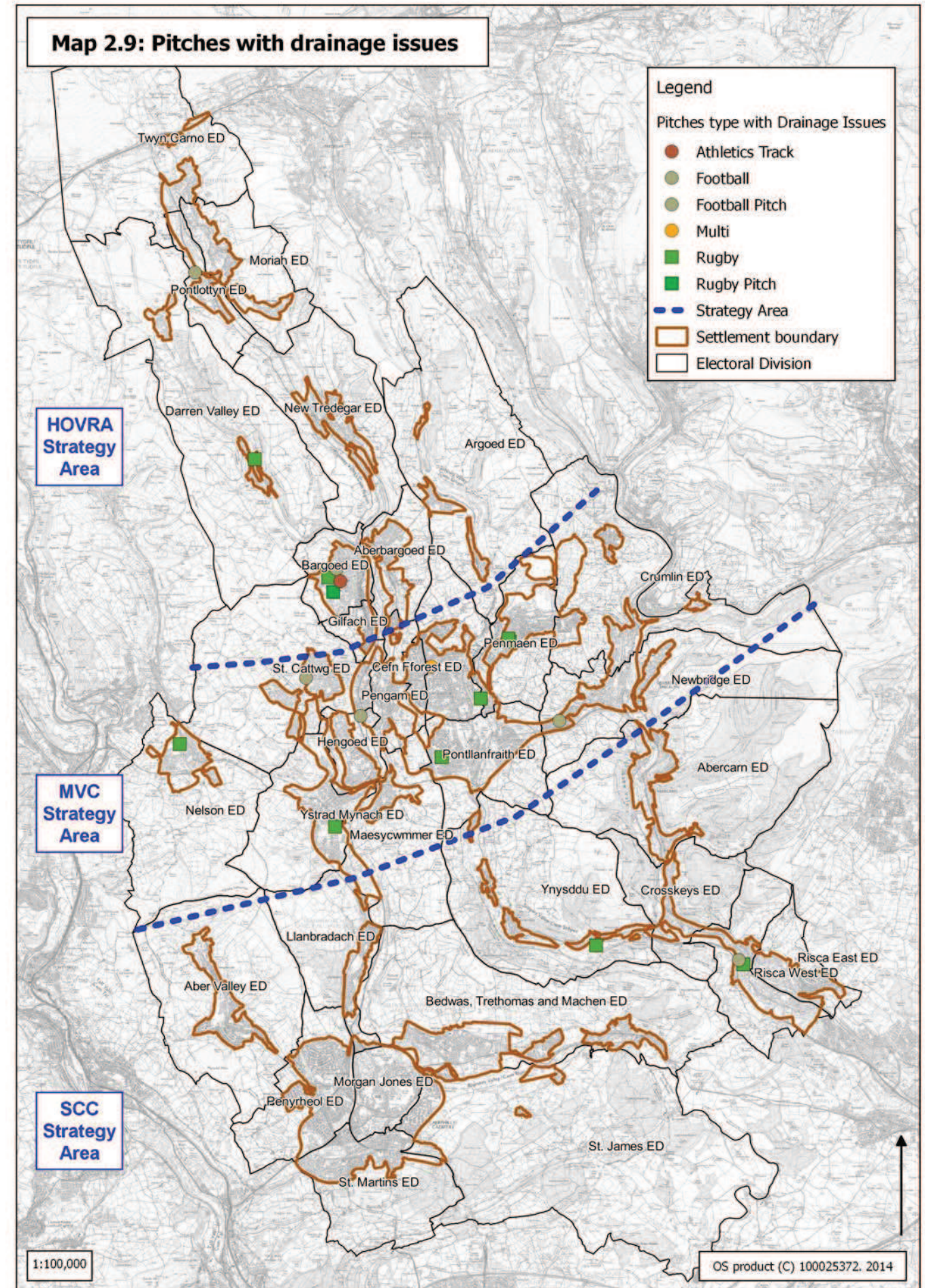


**Drainage Issues**

In total, there are 18 pitches across the county borough that suffer with drainage issues. Map 2.8 indicates the location of these. Those pitches that suffer with drainage issues are more likely to be effected by adverse weather conditions and are thus more likely to fall out of use during prolonged periods of inclement weather.

As illustrated by Map 2.9, the majority of pitches with drainage issues are rugby pitches, the majority of which are located in the MVC.

Within the SCC there are no useable pitches within the Caerphilly Basin that have drainage issues. There are three pitches located in the Twyn in Caerphilly however these pitches suffer from poor drainage and are completely un-useable. There are a number of pitches in Risca that experience drainage issues.

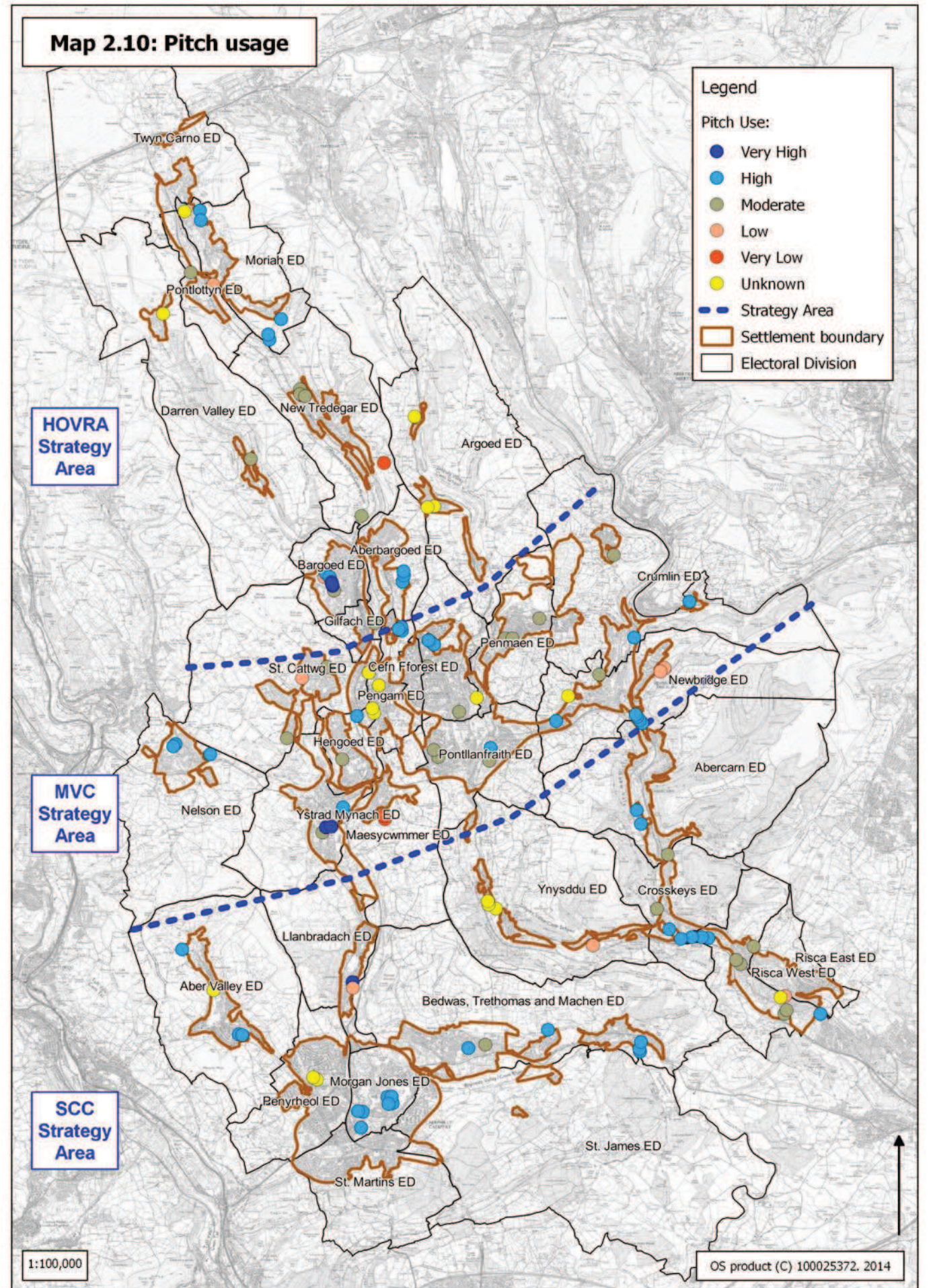


**Usage**

Assessing how well utilised pitches are can help assess demand in an area. Map 2.10 highlights how well utilised pitches across the county borough are. Overall, only 12 of the 121 pitches across the county borough are not used often (and are designated as having a low or very low usage). Of these 12, 7 pitches are located within the MVC, 2 are in the HOVRA and the remaining pitches are in the SCC.

The pitches that have a very high use are located in Bargoed Park, Ystrad Mynach and Llanbradach. All pitches in Caerphilly and Crosskeys are well used, however there are two pitches (one in Wattsville and one in Llanbradach) that are not well used.

Map 2.10 clearly indicates that those areas where there is a high population (Caerphilly and Risca) the pitches are well used. However, around Blackwood and Pontllanfraith catchment, the pitches have only a moderate usage.



**Overall quality of Pitches**

In order to assess the overall quality of sports pitches, a weighting and scoring matrix was used to score each playing pitch. The scoring for the quality of pitches is detailed below:

- Very Good quality = 100 – 120 points;
- Good quality = 80 – 100 points;
- Average quality = 60 – 80 points;
- Below average quality = 40 – 60 points.

Map 2.11 shows the spread of facilities that are of good quality against those that are below average.

**Observations by strategy area: HOVRA**

- Only one pitch in the HOVRA has scored highly in the quality matrix;
- Three pitches in the HOVRA experience the lowest score;
- The pitches in Rhymney (Eisteddfod Fields and Rhymney Memorial park) are all good quality pitches;
- The pitches in Aberbargoed are also of good.

**Observations by strategy area: MVC**

- The majority of pitches in the MVC are of an average quality;
- Pitches in St Cattwg ward score poorly;
- Designated pitches to the east of the MVC are on average, of better quality.

**Observations by strategy area: SCC**

- The SCC has a greater proportion of pitches that score highly in the quality rankings;
- The majority of those pitches are located in the Lower Islwyn Valley, around Crosskeys and Cwmcarn;

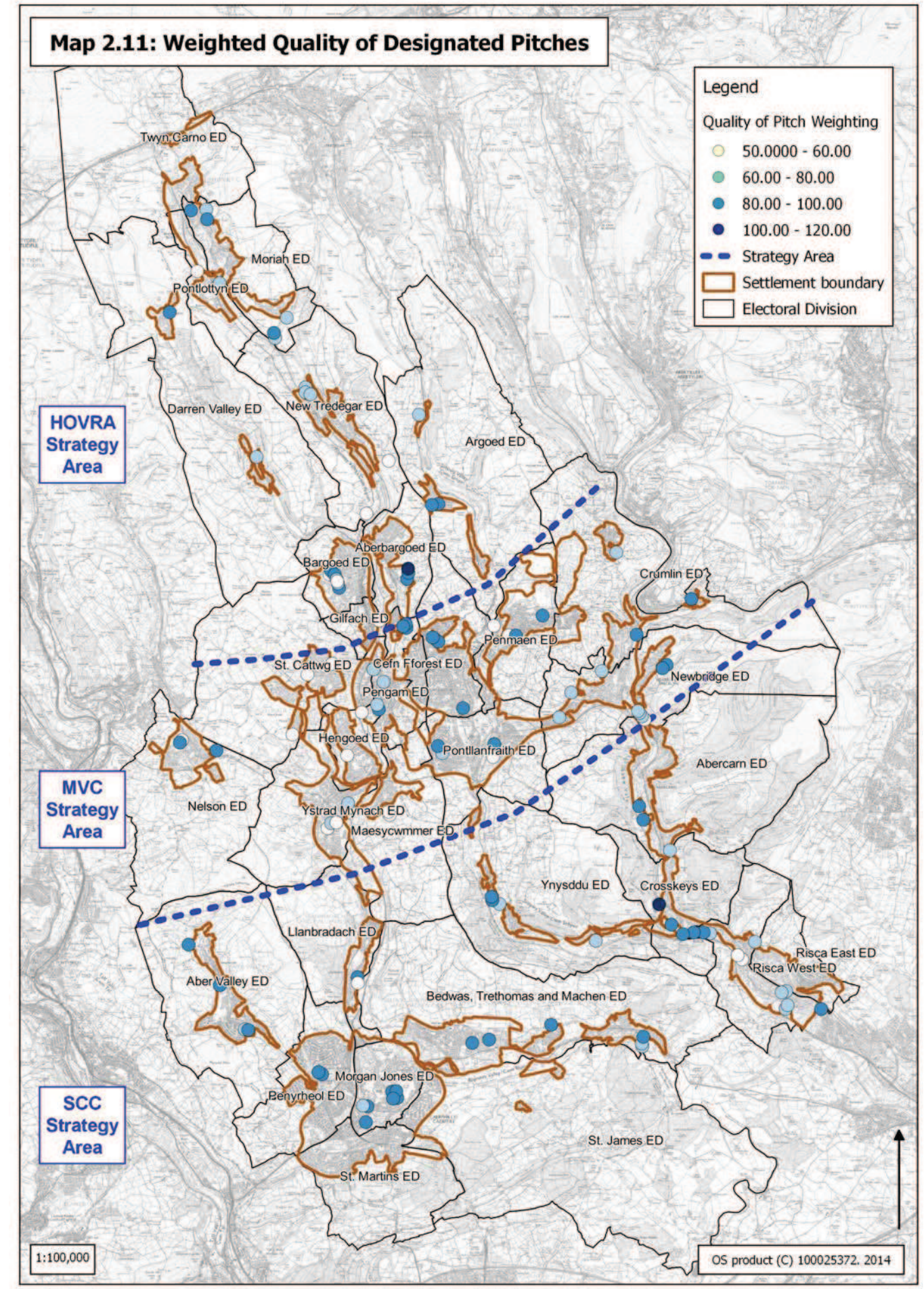
**Summary of measure (c) – Quality**

Based on this measure alone, the following wards have poor or low quality pitches:

- St Cattwg;
- Gilfach; and
- Hengoed; and

The wards with good quality pitches are:

- Crosskeys;
- Crumlin; and
- Aberbargoed.



## Overall weighting of Section 2: Designated Sports Pitches

In order to help assess each sports pitch, the weighting and scoring method of analysis (refer to Appendix 4) highlights the various indicators discussed in the section above, and their total scoring.

Map 2.12 highlights the overall scoring attributed to each designated sports pitch. This means that if a pitch is in poor condition, has no ancillary facilities, has drainage issues and is underused, the pitch will score poorly. Overall, only 5 pitches across the county borough score poorly. Four of these are located in the MVC, and one in the HOVRA.

### Observations by strategy area: HOVRA

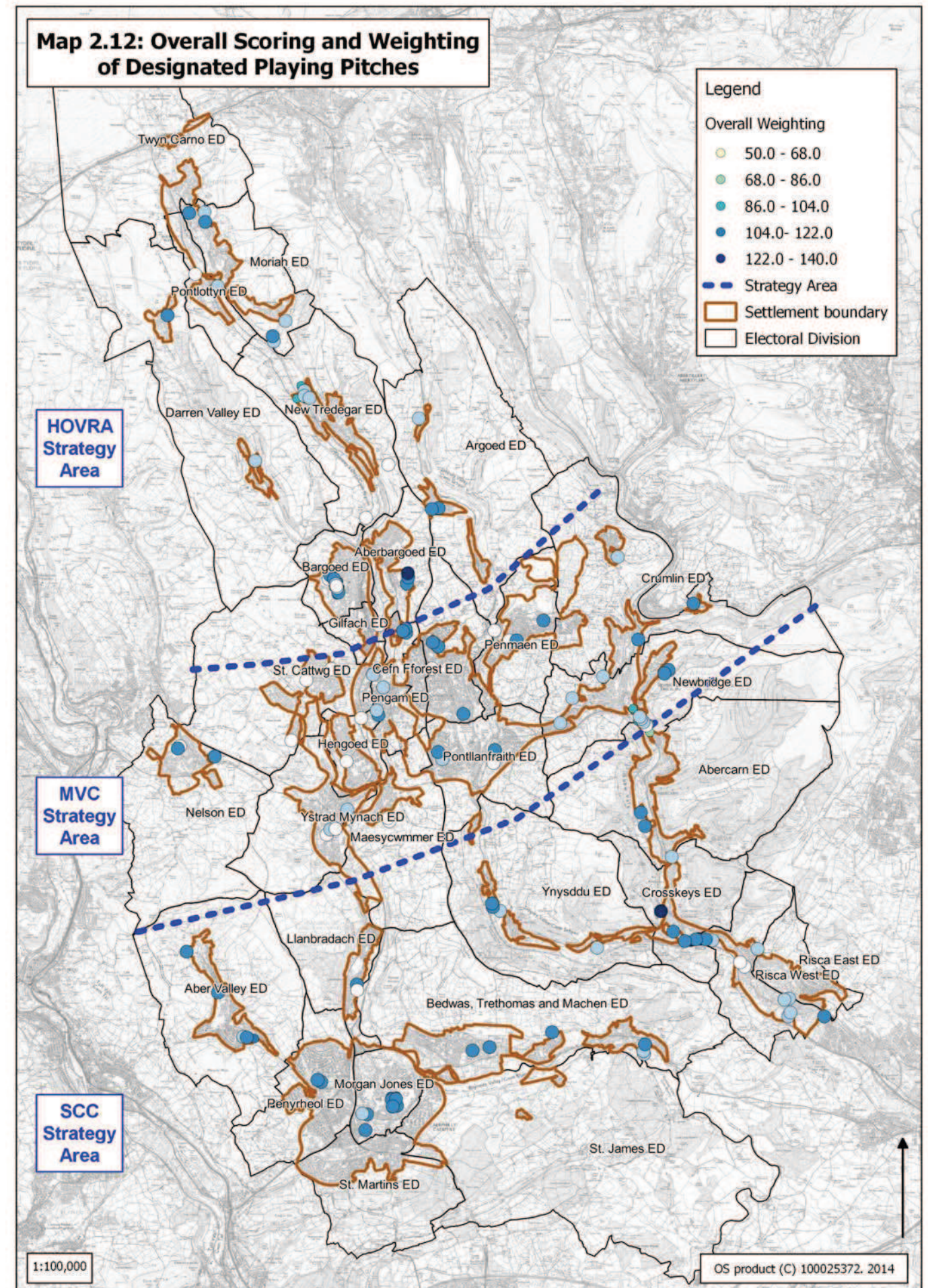
- There are two pitches that have scored highly in the HOVRA. One in Rhymney and one in Aberbargoed. This means that the pitches are in good condition, have good ancillary facilities, do not have drainage issues and are relatively well used;
- There is only one pitch that fares low in the weighting and scoring system matrix. This pitch is in New Tredegar.
- There is a high concentration of pitches, of good overall quality around Bargoed Park.

### Observations by strategy area: MVC

- There are a high proportion of pitches in the centre of the MVC that score relatively poorly in the scoring and system matrix;
- Overall, pitches to the east of the MVC are in a better overall condition than those in the west of the MVC.
- As there is the highest proportion of low scoring designated pitches in the MVC, it is imperative that improvements are made to existing facilities when resources are available.

### Observations by strategy area: SCC

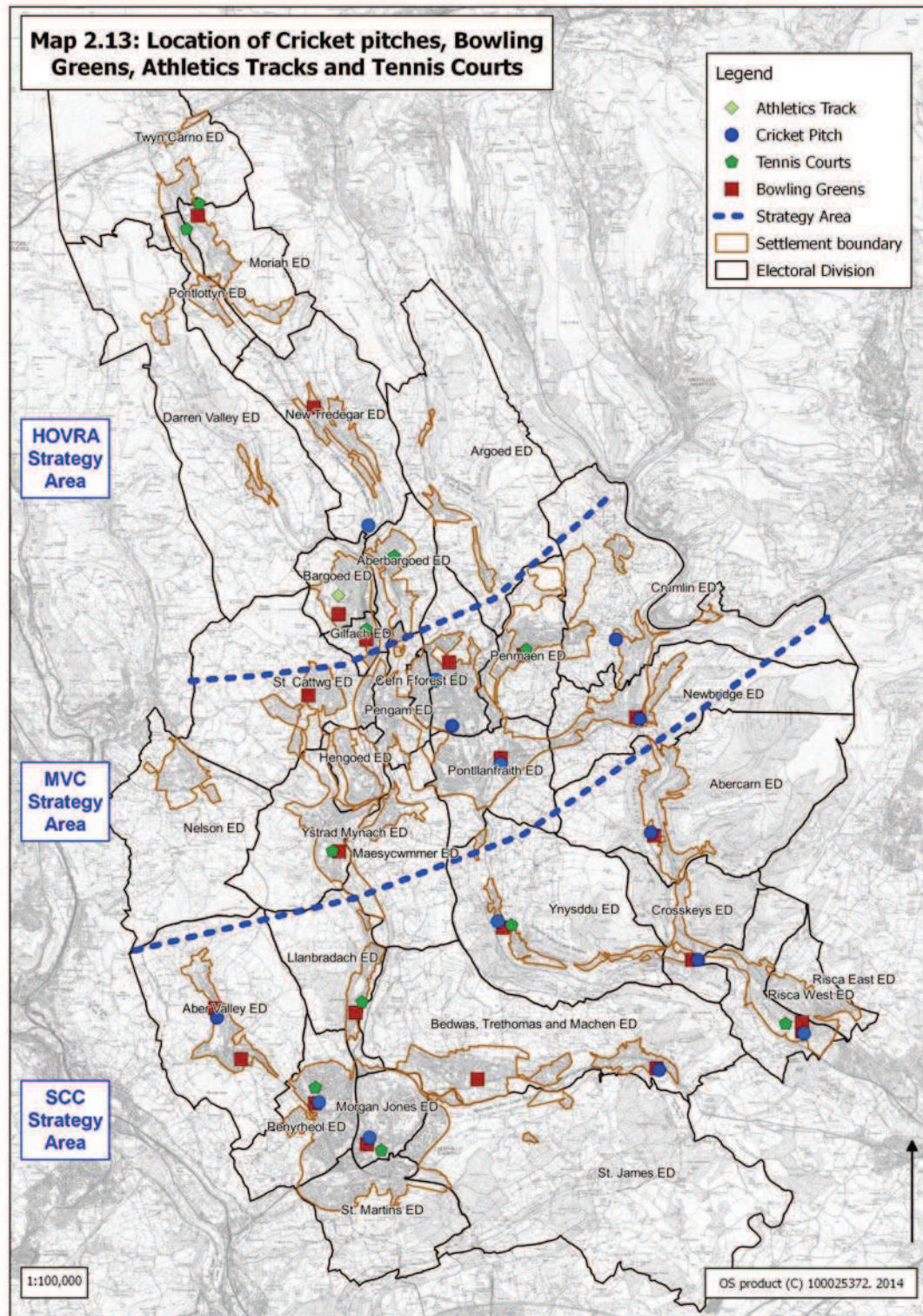
- There are no pitches in St James' or St Martin's wards, therefore pitches in adjacent wards service the demands of these areas also and are therefore well utilised;
- Pitches in Morgan Jones ward score well, however those in Penyrheol ward fair slightly worse.
- Pitches around Crosskeys score relatively well in the scoring and weighting matrix, however pitches in Risca and Ynysddu are in need of improvements.



**Other Outdoor sports pitches**

As noted previously, FIT standards for 'other outdoor sports pitches' are different than that for 'Designated Playing Pitches'. Pitches that fall into this classification are: tennis courts, bowling greens, cricket pitches and athletics tracks.

Map 2.13 shows that there is a good geographical spread of pitch provision across the county borough. Nearly all communities have access to either a cricket pitch, bowling green or tennis court, however there is only one Athletics Track which is located in Bargoed Park. There are a number of wards that do not have any provision of 'other outdoor sports pitches'. These are the Darren Valley, Twyn Carno, Argoed, Nelson, Hengoed and St James.



**(a) Quantity**

Using the FIT standards of 1.6Ha per 1000 population for other outdoor sports pitches, it has been possible to analyse the provision across the county borough, in line with the projected population figures for 2013 and 2018. Maps 2.14 and 2.15 show the provision of all other outdoor sports pitches that are maintained or owned by CCBC.

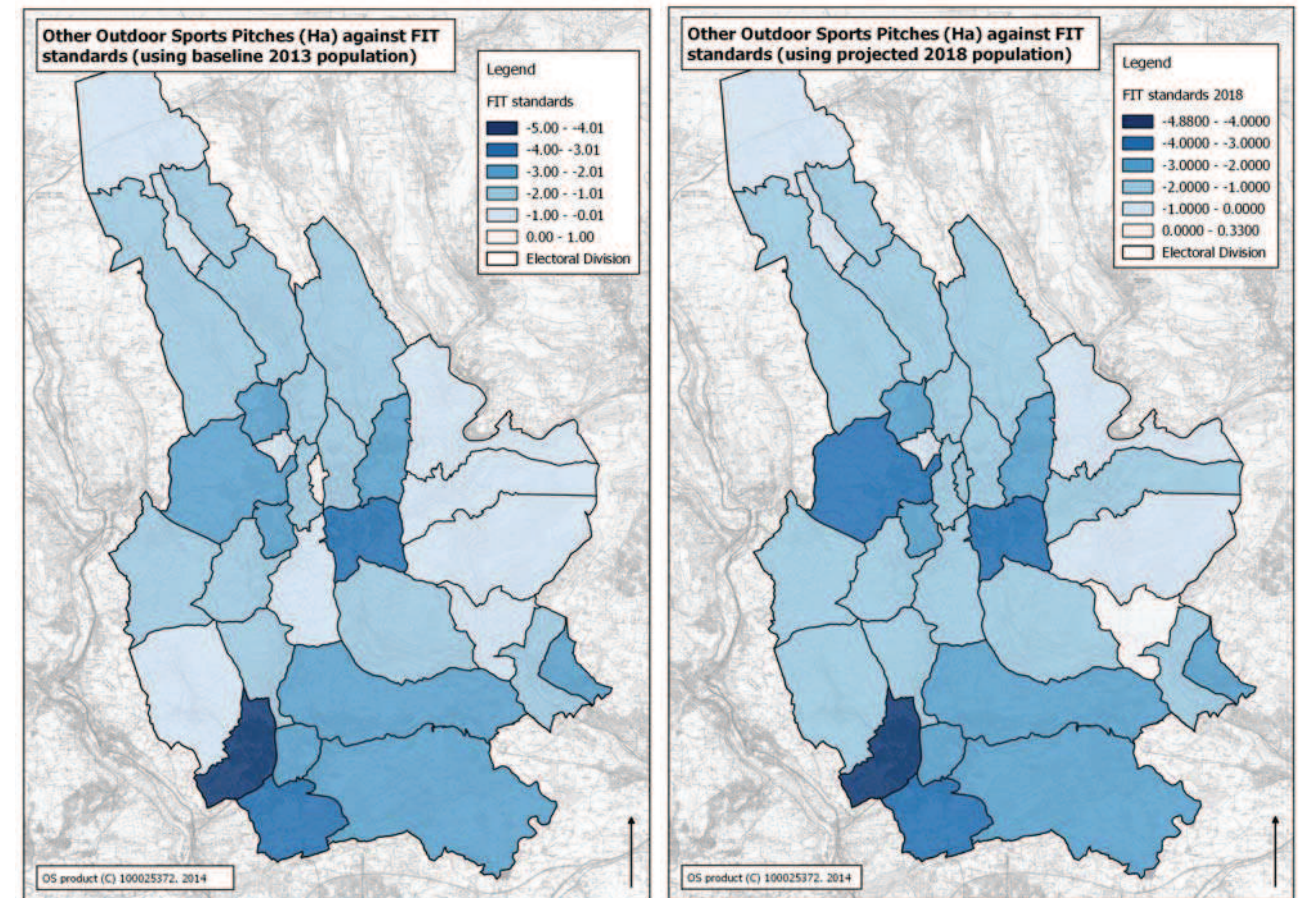
The results of this exercise indicate that wards in the SCC have a greater need for additional sports pitches, whereas those in the MVC and HOVRA have better provision.

Penyrheol, St Martins, Pontllanfraith and St Martins have the lowest pitch provision per 1000 population when assessed against the FIT benchmark. When assessed against the projected population for 2018, this situation worsens.

There are two wards that have good pitch provision when assessed against the FIT standard. These wards are Cefn Fforest and Crosskeys. The facilities in these wards help alleviate deficiencies in neighbouring wards.

It is important to note that this ward assessment considers total provision against the total population. It does not take into account the natural catchment areas for facilities (i.e. the population will use their nearest facility regardless of ward boundaries). In addition, different types of facilities will have a different appeal to different groups of people.

Map 2.14 and 2.15 Provision by ward of designated sports pitches using 2013 and 2018 population projections.



**Summary of measure (a) - Quantity**

Based on this measure alone, the following wards have a poor provision of other outdoor sports pitches (according to FIT standards):

- Penyrheol;
- St Martins; and
- Pontllanfraith.

Conversely, the following wards have a good provision.

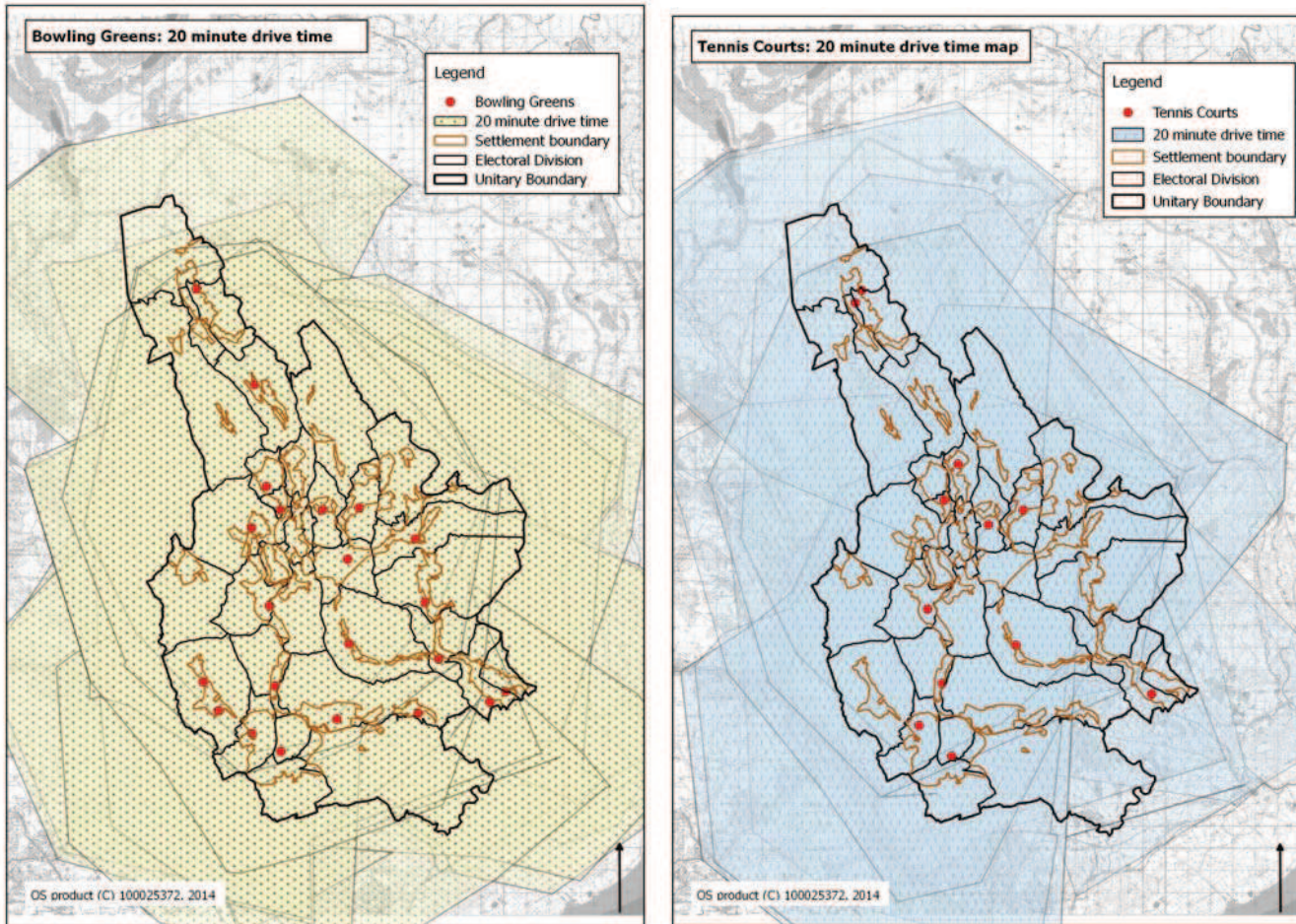
- Newbridge;
- Argoed; and
- Ynysddu.

**(b) Accessibility**

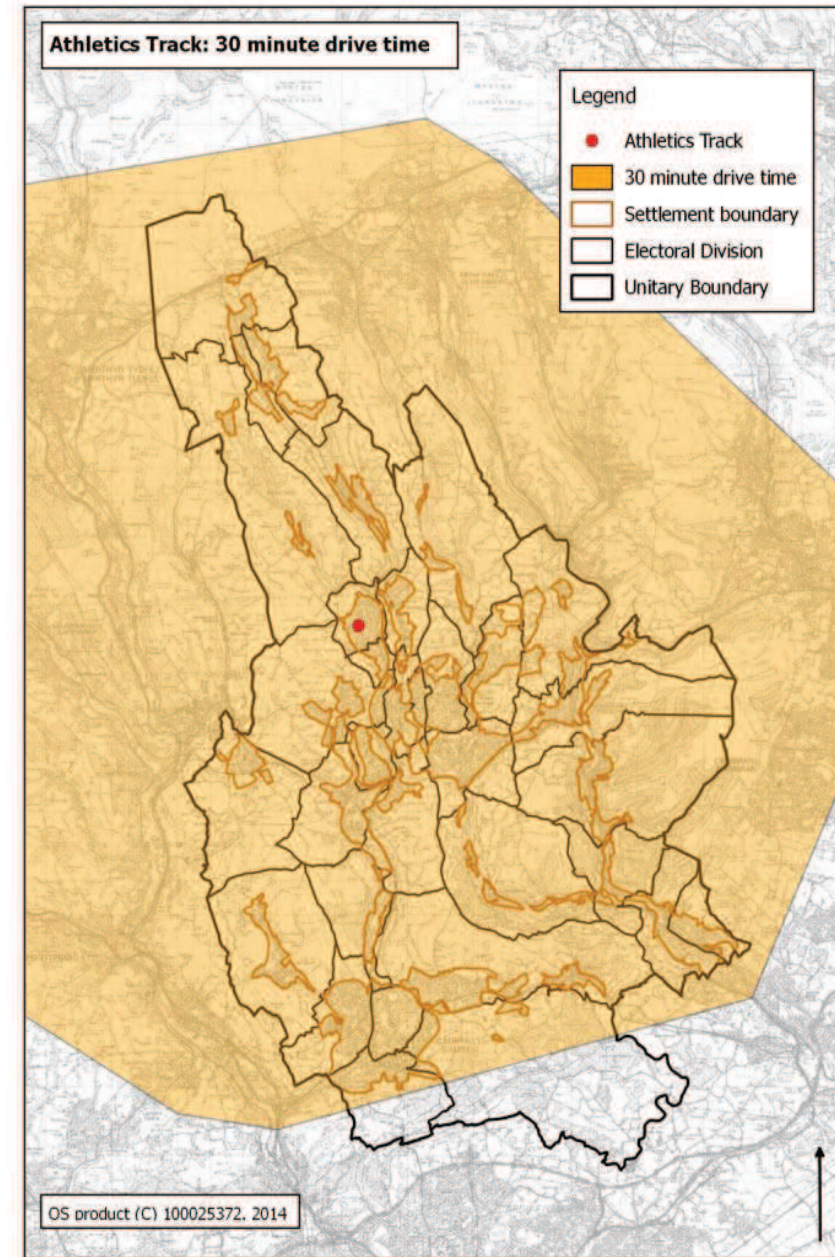
In order to assess the accessibility of facilities for residents the FIT standards prescribed in Appendix 1 have been used. This requires all other outdoor pitches to be within 20 minutes drive time for Tennis and Bowling Greens, and 30 minutes drive time for Athletic Tracks.

Maps 2.16 and 2.17 illustrates that all bowling greens and tennis courts are within 20 minutes drive time. However, for the athletics track, the 30 minute drive time from Bargoed Park means that some parts of the Caerphilly Basin are not within the 30 minute drive time requirement (Map 2.17).

Map 2.16 and 2.17: 20 minute drive time maps from Bowling greens and Tennis Courts



Map 2.18: 30 minutes drive time from Athletics Track



**Summary of measure (b) - Accessibility**

As indicated, all wards have access to a bowling green and tennis court.

The only wards that are not wholly within the 30 minute drive time map for athletics tracks are St James and St Martins. However, these parts are more remote and fall outside of settlement limits.

**c) Quality of other outdoor sports pitches**

The quality of other outdoor pitches is dependent on a number of variables. Specifically: facility standard, usage, changing facility and drainage issues. It is therefore possible to assess the quality of the tennis, bowling and cricket pitches and the athletics track facility through an assessment of these individual variables.

**Facility Standard (Condition)**

Map 2.19 highlights the standard of other sports pitches across the county borough. Standards between three types of pitches vary considerably, however for the purpose of this exercise it is possible to try and draw a like-by-like comparison. There are no facility standards established for cricket pitches and as such, this assessment does not include cricket pitches.

**Tennis Courts**

Observations by strategy area: HOVRA

- The majority of tennis courts in the HOVRA are either in a good or fair quality;
- The tennis courts in Rhymney (The Terrace) are of a good standard. In the Memorial Park, the tennis courts have been vandalised.

Observations by strategy area: MVC

- There are only two sets of tennis courts within the MVC – one in Ystrad Mynach and one in Blackwood. The standard of these courts are fair and good, respectively.

Observations by strategy area: SCC

- Three of the four tennis courts located in the SCC are in good condition. The tennis court in Llanbradach is in poor condition.

**Bowling Greens**

Observations by strategy area: HOVRA

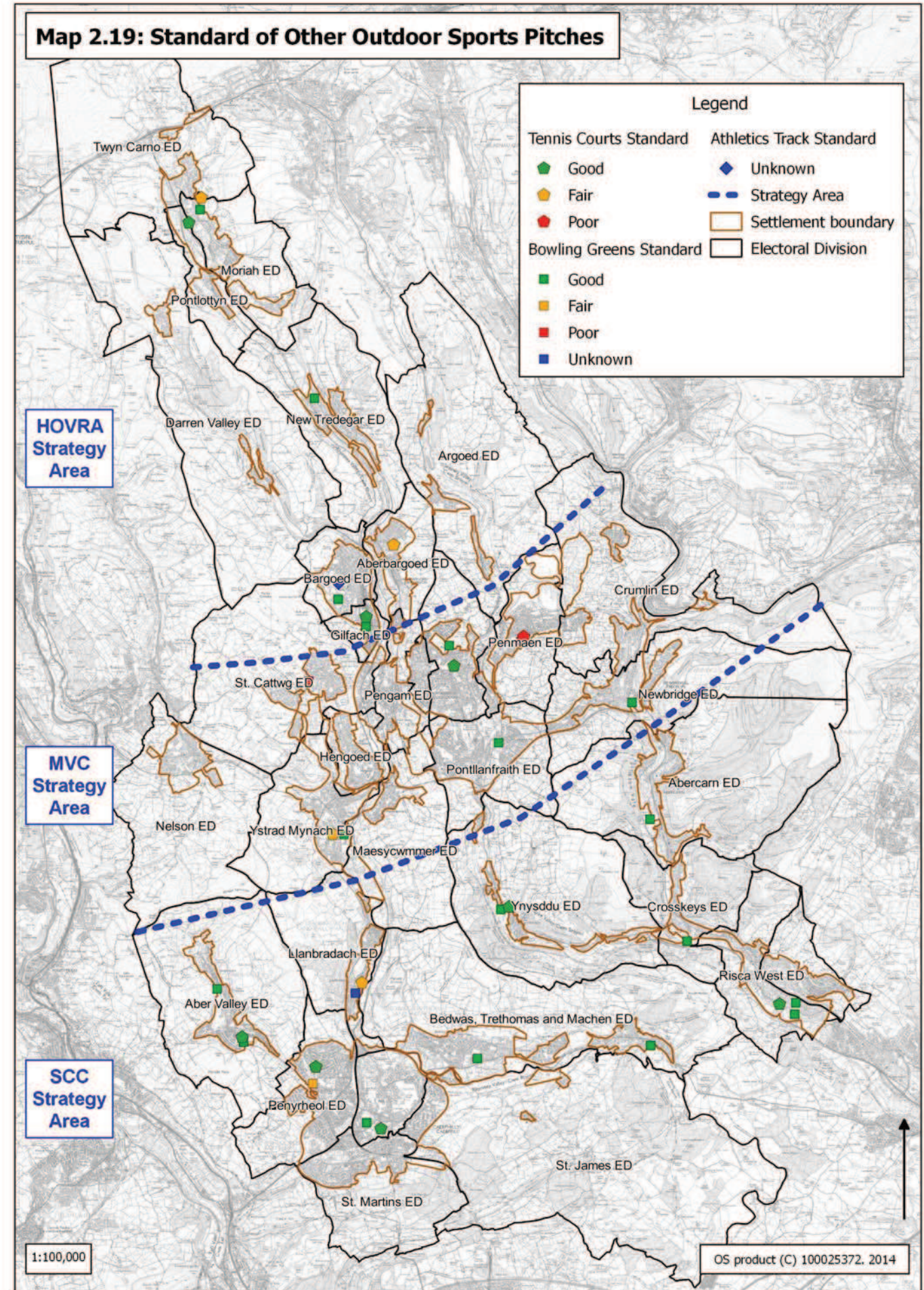
- There are three bowling greens located in the HOVRA. They are all of good condition.
- There are no bowling greens located in Deri, Markham, Fochriw, Abertysswg or the ward of Argoed.

Observations by strategy area: MVC

- There are two bowling greens in the MVC that are of a poor standard. These are in Penmaen and in Penpedairheol.
- The remaining facilities (in Ystrad Mynach, Pontllanfraith, Blackwood and Newbridge) are in good condition.

Observations by strategy area: SCC

- The majority of bowling greens in the SCC are in good condition. Only two greens are not in good condition- in Penyrheol and in Llanbradach, where the conditions are fair and unknown, respectively.





**Usage**

Assessing how well utilised tennis courts and bowling greens are can help assess demand in an area. Map 2.20 highlights how well utilised both facilities are across the county borough.

Overall, only 5 of the 33 greens and courts across the county borough are not used often (and are designated as having a low usage). Of these 5, 3 pitches are located within the HOVRA, and 2 are in the MVC.

The sports pitches that have a very high use are predominantly in the MVC and SCC.

**Tennis Courts**

Observations by strategy area: HOVRA

- There are three areas where tennis courts are available in the HOVRA. The courts in Rhymney have low usage. Usage for the other two sites is unknown.

Observations by strategy area: MVC

- Tennis provisions in the MVC are relatively well utilised. The courts in Ystrad Mynach and Blackwood Showfields bowls and tennis club are well utilised.
- The two tennis courts located in Penmaen ward (Oakdale Miners) are underused.

Observations by strategy area: SCC

- Four of the six locations for Tennis are well utilised. These are in Virginia Park, Energlyn, Pontymister and Ynysddu.
- The tennis courts in Abertridwr have recently been upgraded and the usage on these courts is expected to increase.

**Bowling Greens**

Observations by strategy area: HOVRA

- The bowling greens in Rhymney, Bargoed and Gilfach are well used;
- The Bowling Green in New Tredegar is not well used.

Observations by strategy area: MVC

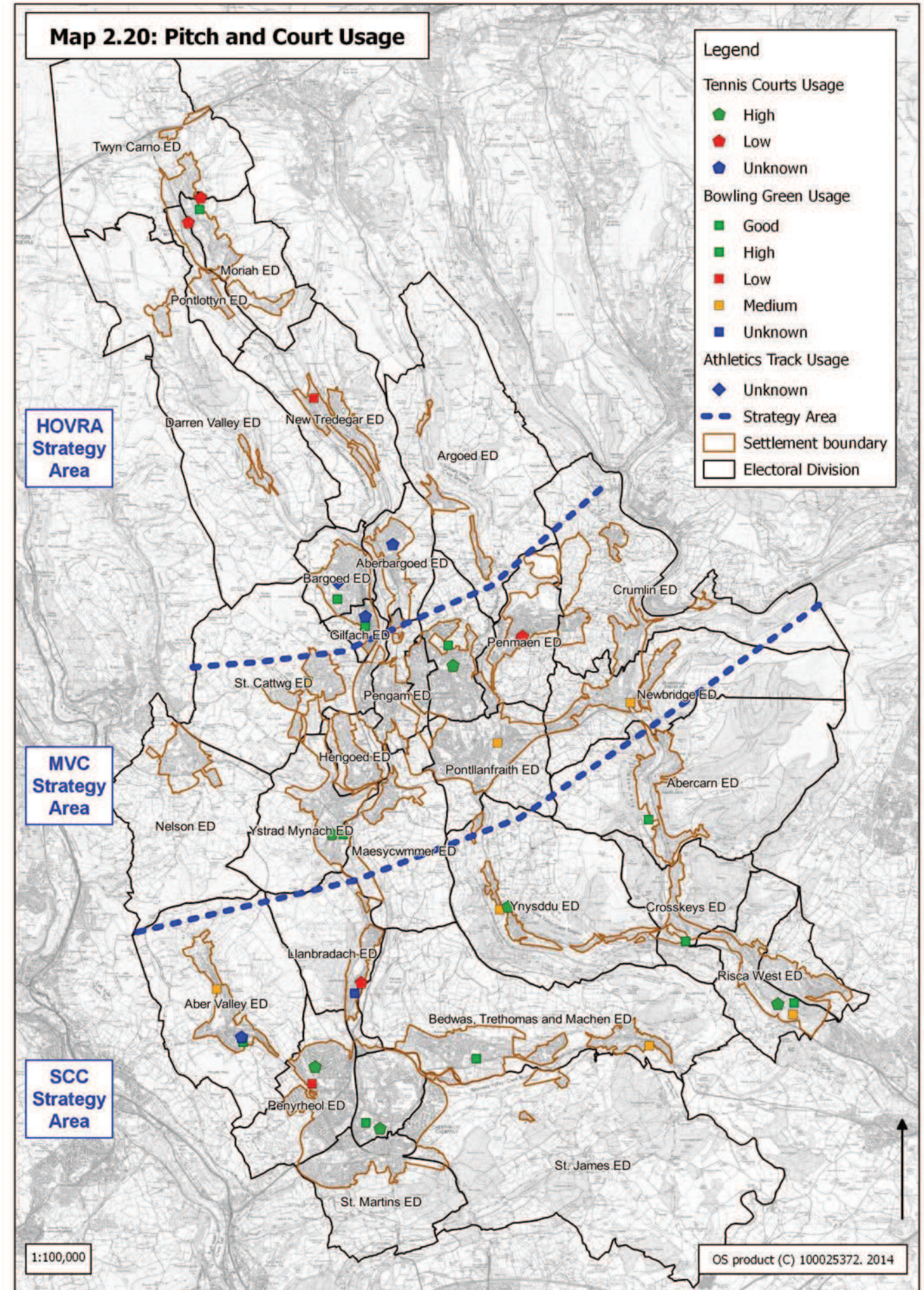
- There are two well used bowling greens in the MVC (Blackwood and Ystrad Mynach), and three used on an average to fair basis.
- The only bowling green in Penmaen ward (Oakdale Miners) is underutilised.

Observations by strategy area: SCC

- The Bowling Greens in Senghenydd and Machen are used on an average to fair basis.
- The remainder of the bowling greens in the Caerphilly basin are well used.
- In Ynysddu and Risca, two out of five bowling greens are classed as having a medium use, and the remainder are well used.

**Changing Facilities**

The provision of changing facilities will allow for a greater use of the facilities by clubs and external teams. For this category, all changing facilities are provided in adjacent pavilions. Only two courts (in Rhymney and Aberbargoed) have no changing facilities.



**Drainage Issues**

Map 2.21 shows those courts and greens that have drainage issues. Overall, there are only seven outdoor sports facilities that have drainage issues.

**Tennis Courts**

Observations by strategy area: HOVRA

- All tennis courts within the HOVRA have no drainage issues.

Observations by strategy area: MVC

- All tennis courts within the MVC have no drainage issues.

Observations by strategy area: SCC

- With the exception of the tennis courts at Pontymister, and the upgraded facility at Abertridwr, all other tennis courts in the SCC have no drainage issue.

**Bowling Greens**

Observations by strategy area: HOVRA

- One bowling green in the HOVRA has drainage issues (in Rhydney);

Observations by strategy area: MVC

- Newbridge Bowling Green in the east of the MVC has drainage issues.

Observations by strategy area: SCC

- Three of the bowling greens in the SCC have drainage issues. These greens are Senghenydd, Penyrheol and Waunfawr Park (Crosskeys).
- However seven of the greens in the SCC (Abertridwr, Virginia Park, Bedwas, Machen, Pontymister, Ynysddu and Abercam) have no drainage issues at all.

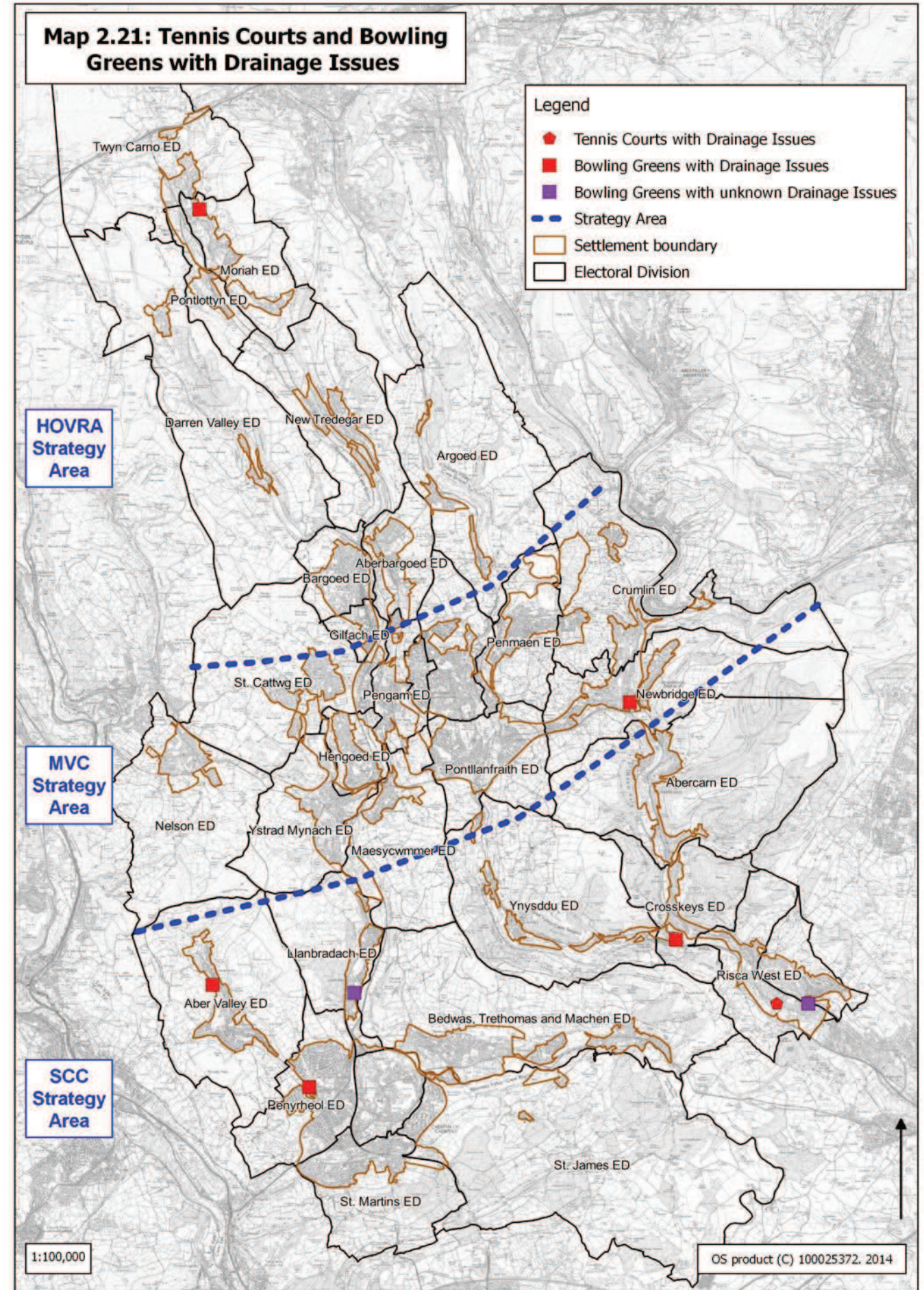
**Summary of measure (c) - Quality**

Based on this measure alone, the outdoor sports facilities in the following wards are of good quality:

- Blackwood;
- Ystrad Mynach; and
- Morgan Jones.

Conversely, the wards that perform poorly in terms of quality are:

- Penyrheol;
- Llanbradach and
- St Cattwg.



## Overall weighting for Other Outdoor Sports Pitches.

Using the information contained in Appendix 5 assessing the quantity, accessibility and quality of facilities, an overall scoring and weighting system has been used to help assess the provision of other outdoor sports provision

Map 2.22 highlights the overall scoring attributed to each outdoor sports pitch. A pitch that is of a high standard, with no drainage issues, changing rooms and is well used would score a maximum of 80 points. A pitch that is poorly used, in a poor condition, has drainage issues and no changing facilities will score zero.

### Observations by strategy area: HOVRA

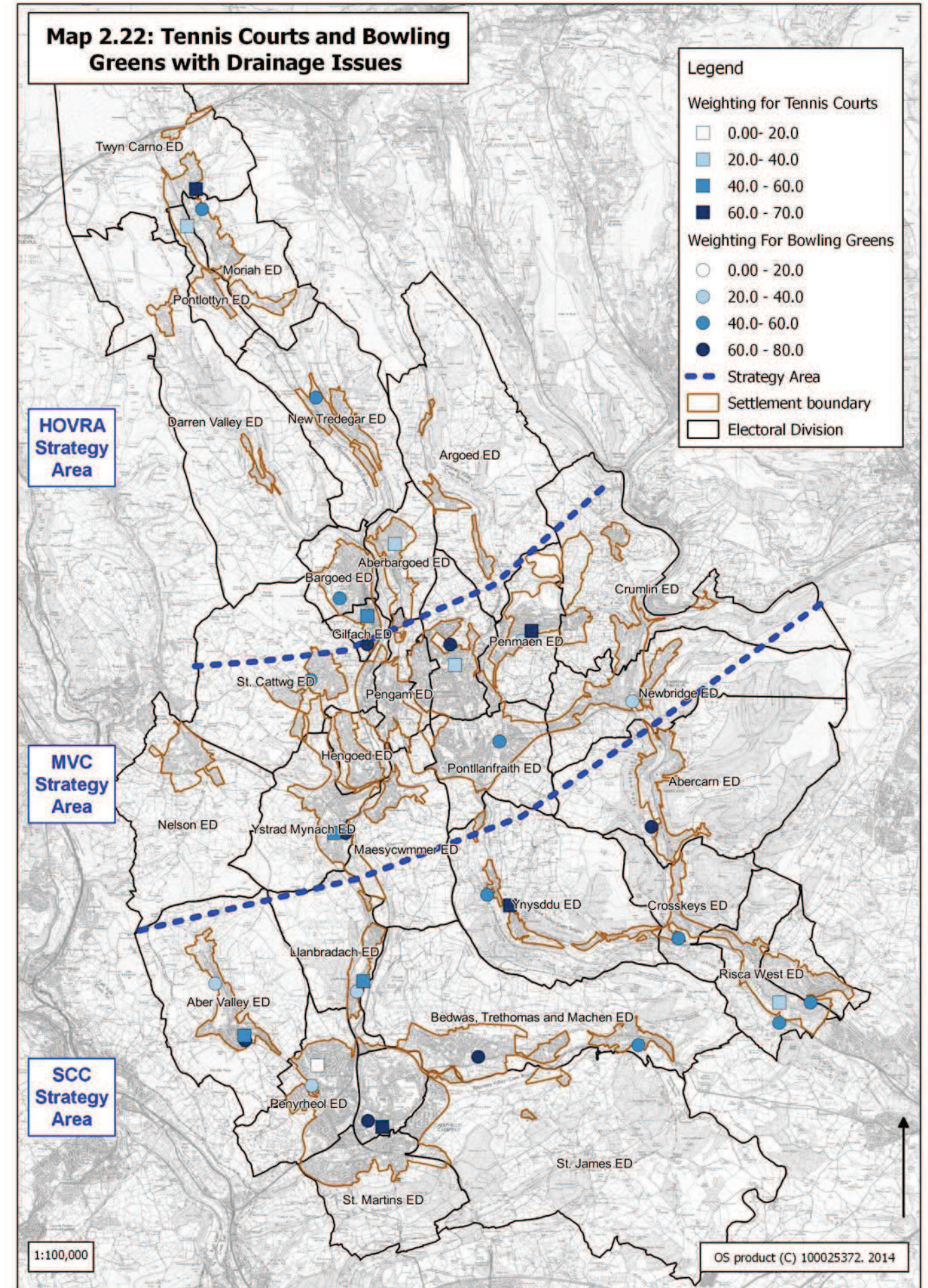
- Given the dispersed settlement patterns in the HOVRA, there is a good provision of sports pitches across the county borough;
- However, the facilities are not that well used;
- The facilities in Rhymney score highly, however some facilities (such as the tennis courts) have restricted access due to vandalism.

### Observations by strategy area: MVC

- There is a good provision of sports pitches in the MVC;
- The MVC has good access to quality bowling and tennis courts;
- The facilities in the MVC tend to be well used, however there are few pitches with all three ancillary facilities (car parking, floodlights and changing rooms).

### Observations by strategy area: SCC

- Sports pitches in the SCC are generally ranked highly, In addition, there is good provision of bowling and tennis courts across the SCC. However, the provisions are of a better quality to the east (Risca and Crosskeys) compared to Caerphilly Basin;
- The facilities within the Caerphilly basin are of mixed condition- with facilities in Penyrheol coming out worse than those in Morgan Jones.



## Recommendations:

This review has considered the provision, quality, accessibility, quality and usage of sports pitches across Caerphilly County Borough. Following on from the information collated in the report, and data contained in the appendices, the following recommendations are advised.

***R1: There is a need to improve the quality of the facilities in the MVC and SCC, and to increase provision in the SCC.***

The MVC and SCC areas are densely populated, therefore the demands placed on the pitches in these areas is high. This study highlights a need to increase the provisions in the SCC, and to increase the quality of provision in the MVC. The role of Artificial Turf Pitches (particularly 3G pitches) must also be considered in future developments as they have a significant and positive effect on demand/usage and quality of provision.

***R2: There is a need to ensure that all facilities are accessible to all, especially in more remote areas.***

Facilities in the HOVRA suffer badly from vandalism. As a result, a number of pitches and courts are locked up in order to ensure damage is limited. However, this can impact upon the ability of residents to participate in sporting activity. It is important that access to facilities is available during the daytime.

***R3: All drainage issues need to be rectified.***

Drainage issues affect pitch play. By ensuring that pitches are properly irrigated through investments, sporting activity will increase. This will also alleviate the pressure placed on very well used pitches that do not suffer from drainage issues.

***R4: Community pitches***

There are a number of pitches that are not accessible to the general public. Some of these pitches are located in schools; others are leased out to independent clubs. Given the demand for sporting activity in the borough, coupled with the lack of suitable land for pitches, there needs to be a concerted effort to make these facilities available to the wider community. For example, making school pitches available for use during the evenings and weekends would open up a number of valuable facilities for clubs to play on. This is also crucial when new schools are developed with ATP/3G pitch provision as such pitches have a significant and positive effect on community participation in sport.

# SECTION 4: ALLOTMENTS



## Section 4: Allotments

Allotment gardening is a popular leisure pastime, and their importance is recognised by Caerphilly County Borough Council.

The Council manages some 80 allotments. Up until 2008, there was very little demand for allotment gardens within the County Borough. However, due to a change in social trends, it has become evident that there is an increasing demand for allotments as residents recognise the health benefits associated with growing their own food.

There are no legislative guidelines for the provision of allotments (as it is only their loss that is restricted). However there is a need to ensure that the demand and supply of allotments is readily understood so that adequate provision can be made for the future. Therefore this assessment will consider:

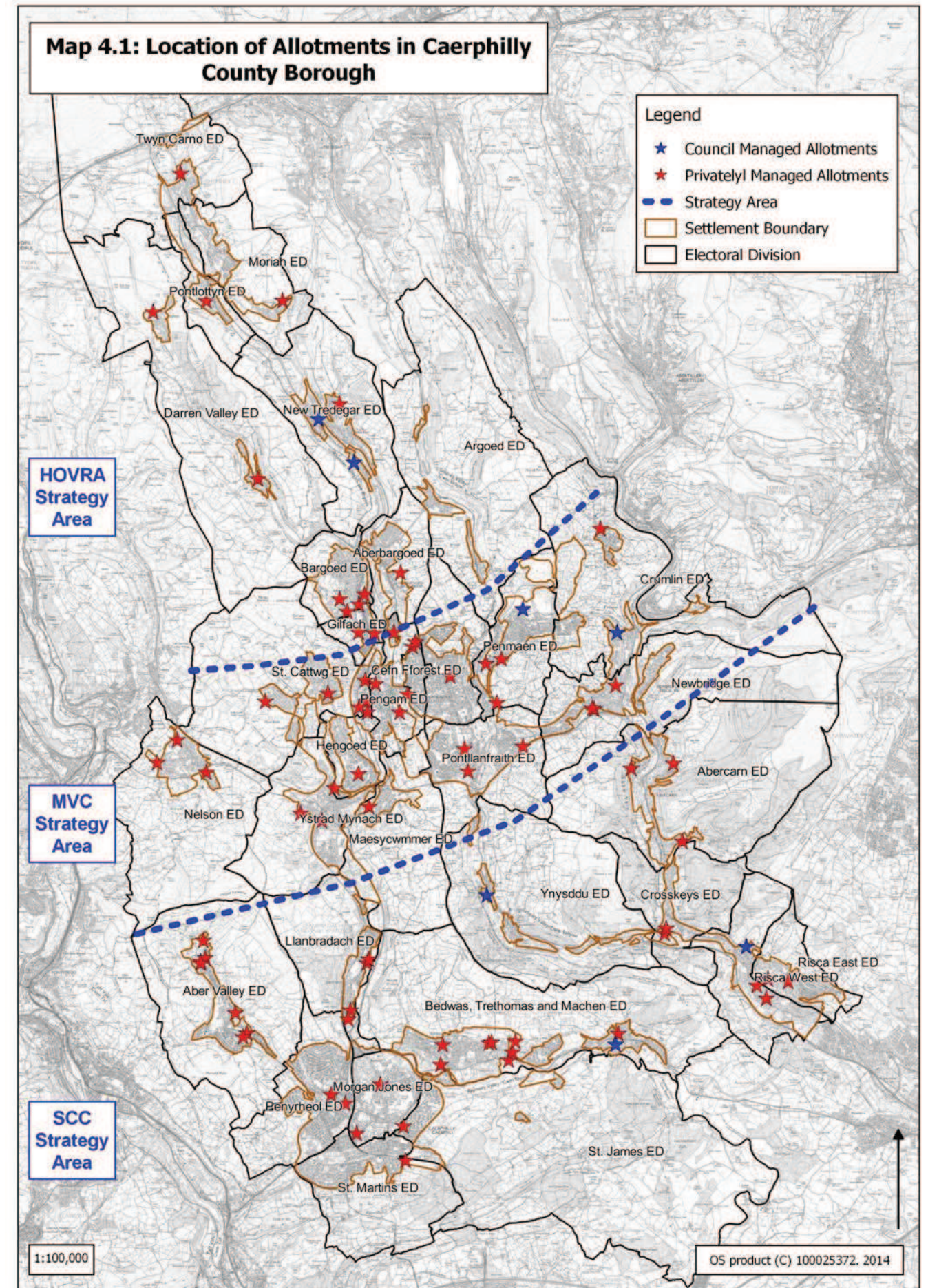
- The geographical distribution of allotments;
- The general condition of the allotments;
- The number of un-useable plots; and
- The number of people on the waiting list.

By assessing all these factors on Council managed allotments, the future requirements for allotments within the county borough can be assessed accordingly. A weighting and scoring system will help establish how well each allotment garden performs.

As in previous sections of this document, each strategy area will be assessed individually.

### Location of Allotments

Map 4.1 details the location of CCBC managed and Private allotments across the county borough. As is evidenced, there is a relatively good distribution of allotments (both private and council run) across the county borough. Only the ward of Argoed has no allotment provision. Given the high population density in the Caerphilly Basin, it is notable that there are relatively few allotments serving this area, particularly St Martin and Penyrheol.



**(a) Condition**

The condition of Council managed allotments has been surveyed during the annual inspection. Map 4.2. illustrates that the condition of facilities varies greatly across the county borough.

**Observations in the HOVRA**

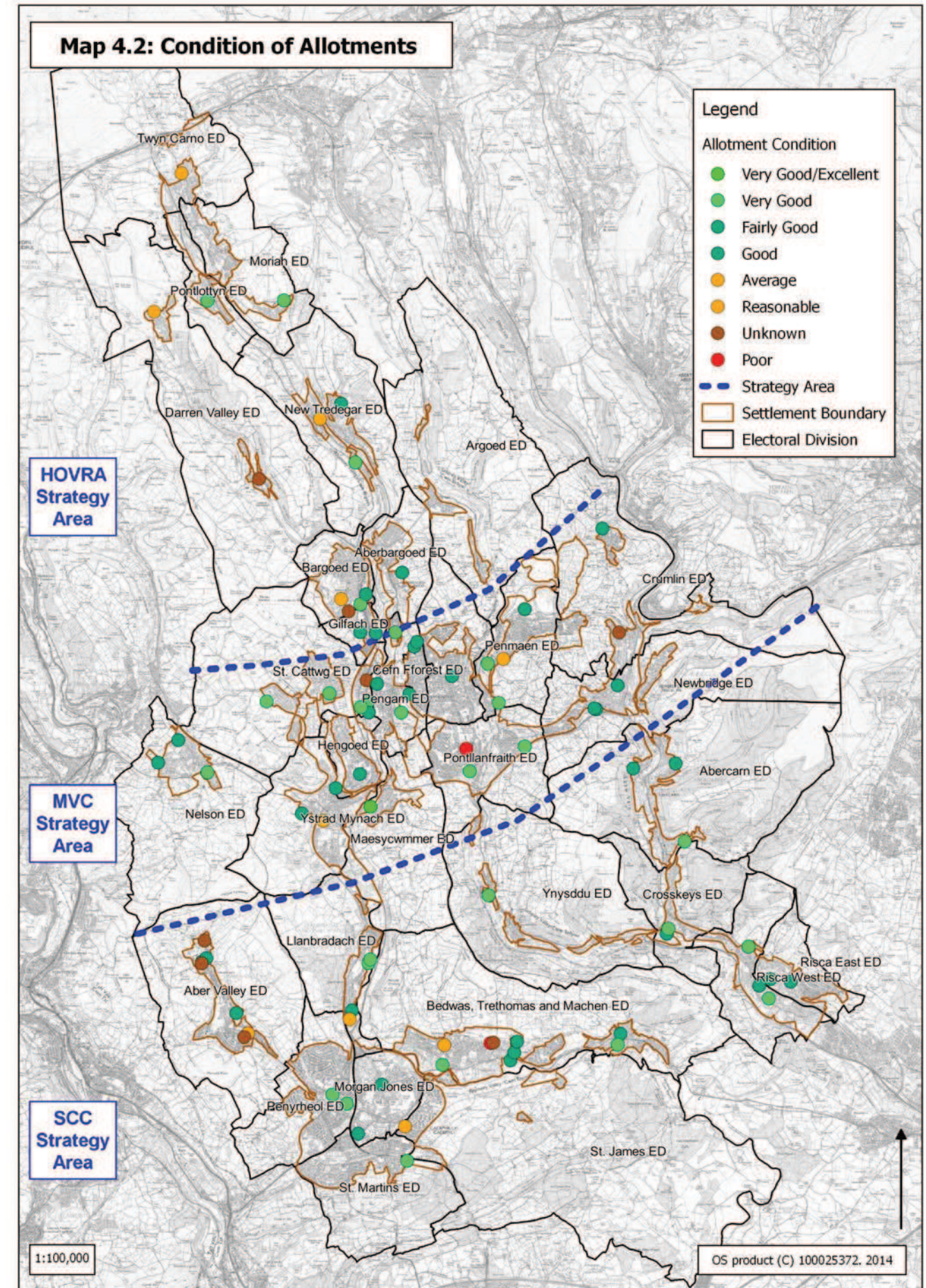
- The majority of allotments within the HOVRA are of average to good condition;
- There are no allotments within the Argoed ward i.e. the villages of Markham, Hollybush or Argoed;
- The only allotments in Fochriw and Rhymney are in average condition; and
- Bargoed has a variety of allotments, ranging from excellent to average condition.

**Observations in the MVC**

- There are a high proportion of allotments in very good/excellent condition;
- There is only one allotment that is in a poor condition (Penyllwn) and a further two that are in average condition (Ystrad Mynach and Penmaen)
- There is a cluster of allotments around Cefn Fforest/Pengam, all of which are of good/very good condition.

**Observations in the SCC**

- There are a large proportion of allotments in the SCC that are of good/excellent condition;
- There are three allotments in the Aber Valley where the condition is unknown;
- There are three allotments in Caerphilly Basin (Lansbury Park, Coed Y Brain and Bedwas) that are of average condition;
- All allotments within the Lower Islwyn area are of either excellent or very good condition.



**Summary of measure (a) – Condition**

Based on this measure alone, the following wards have poor or low quality allotments:

- Pontllanfraith;
- Darren Valley;
- Twyn Carno; and
- St James

The wards with good condition allotments are:

- St Cattwg;
- Penyrheol;
- Risca (West and East) and
- Penmaen.

**(b) Number of un-useable plots/perches**

The number of un-useable plots in an allotment affects the overall ability of an allotment to meet the needs of the local residents. Plots are defined as un-useable where useable plots have been made un-useable, such as through overgrowing, burst pipes, fallen trees etc. Work is required in order to bring un-useable plots back into beneficial use.

Map 4.3 shows the distribution of un-useable allotment plots/perches at each council managed allotment.

Observations in the HOVRA

- Whilst there is a relatively good provision of allotments, seven of the fifteen Council managed sites have un-useable plots. The largest proportion is in Fochriw, which has 10 un-useable plots;
- All allotments in New Tredegar have un-useable plots;
- The majority of allotments in Bargoed have little to no un-useable plots.

Observations in the MVC

- The vast majority of allotments in the MVC have no un-useable;
- The allotment in Ashfield Road, Newbridge has 15 un-useable plots;
- The allotments in Penllwyn and Penpedairheol are the only other allotments with un-useable plots.

Observations in the SCC

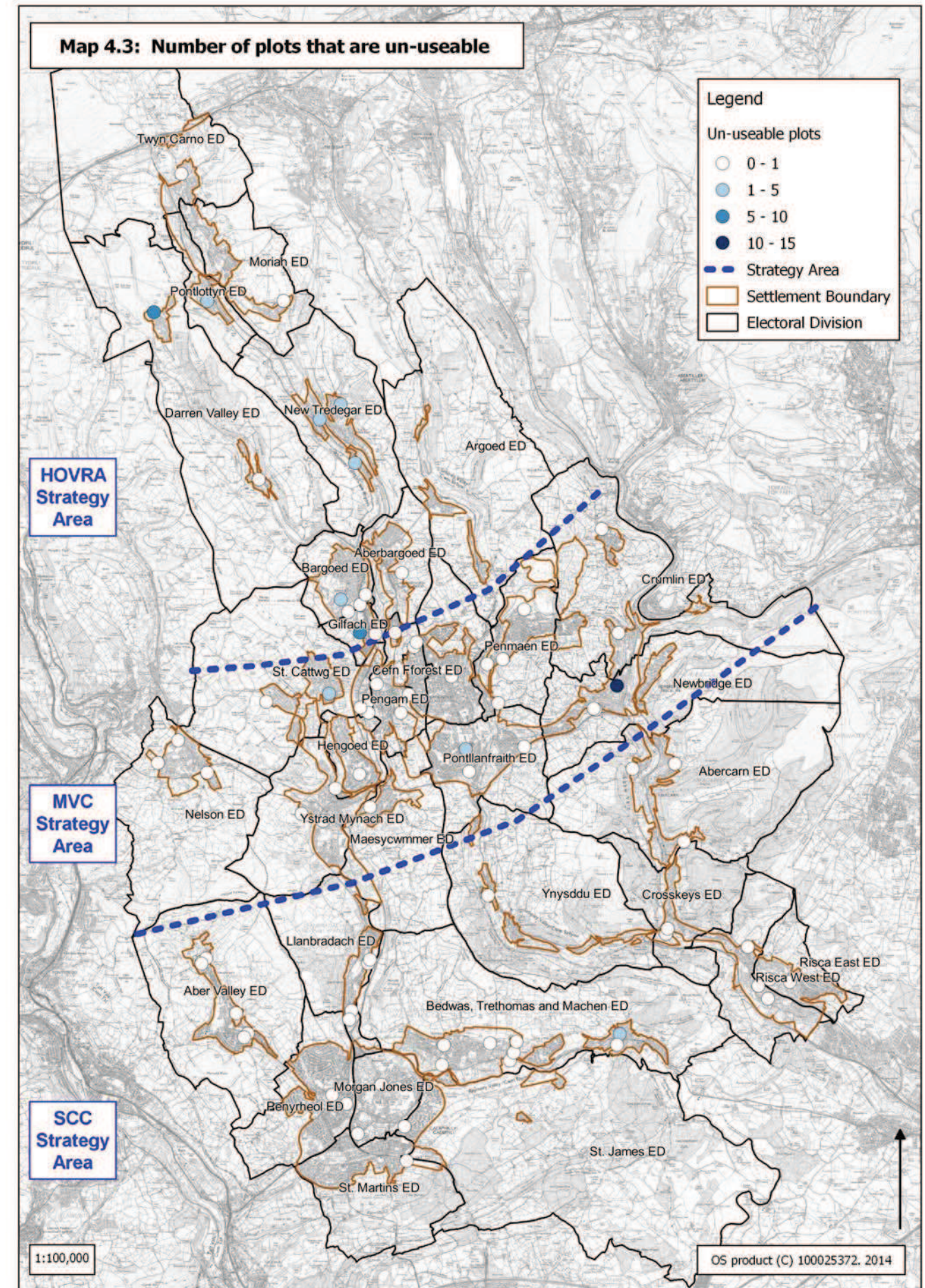
- In the SCC only one allotment in Machen has an un-useable plot.

**Summary of measure (b) Un-useable Plots**

Based on this measure alone, the following wards have allotments with a high number of un-useable plots:

- Darren Valley;
- Newbridge;
- New Tredegar; and
- Gilfach.

There are 39 allotment sites with no un-usable plots.





**(c) Number of Vacant Plots**

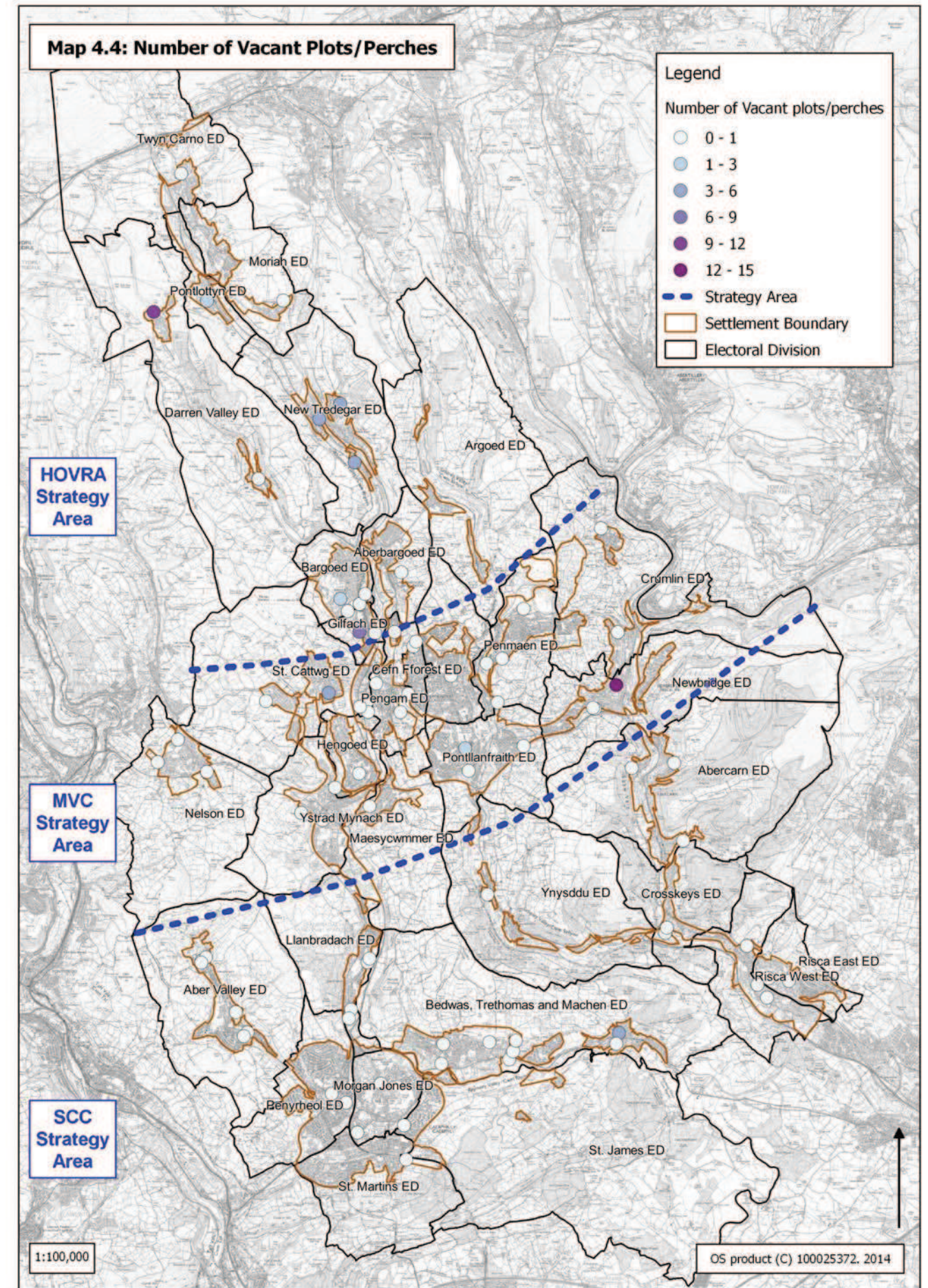
Assessing the number of vacant plots across the county borough can indicate where there may be an over-provision of allotments. Map 4.4 indicates the number of vacant plots within allotments across the county borough. The map indicates that there are a large proportion of vacant plots in the HOVRA (around New Tredegar, Gilfach/Bargoed and Fochriw), and only three sites in the MVC (Newbridge, Penpedairheol and Penllwyn). There is only one allotment in the SCC that has vacant plots, which is in Machen.

**Summary of measure (c) Vacant Plots**

Based on this measure alone, the following wards have allotments that have a high proportion of vacant plots:

- Darren Valley;
- Newbridge;
- New Tredegar; and
- Gilfach.

Conversely, there are 44 allotment sites located across the county borough that have no vacant plots. These are predominantly in the SCC and MVC.



**(d) Number of people on waiting lists**

Assessing the number of people on waiting lists is a good indicator for showing demand in an area. Map 4.5 indicates the number of people on the waiting list for individual allotments. It shows that generally speaking, allotments in the MVC have fewer people on the waiting list than those in the HOVRA and the SCC.

**Observations in the HOVRA**

- Both Deri and Fochriw allotments in the Darren Valley ward have approximately 5-10 people on the allotments waiting list;
- There are very few people on the waiting list for other allotments within the HOVRA.

**Observations in the MVC**

- There are a number of allotments that have around 5 people on the waiting list – Nelson, Ystrad Mynach, Penmaen and Crumlin;
- There are a higher number of people on the waiting list in Oakdale;
- The remainder of the allotments in the MVC have very few people on the waiting list.

**Observations in the SCC**

- The following wards have relatively few people on the waiting list – Bedwas, Trethomas and Machen, Abercarn, Llanbradach and Aber Valley;
- Penyrheol, St Martins and Morgan Jones wards all have high numbers of people on the waiting list (approximately 109 residents in total across the 6 individual allotments);
- In the Risca area, whilst there are approximately 41 people on the waiting list for an allotment, the demand seems to be focused around Malvern Terrace in Pontymister.

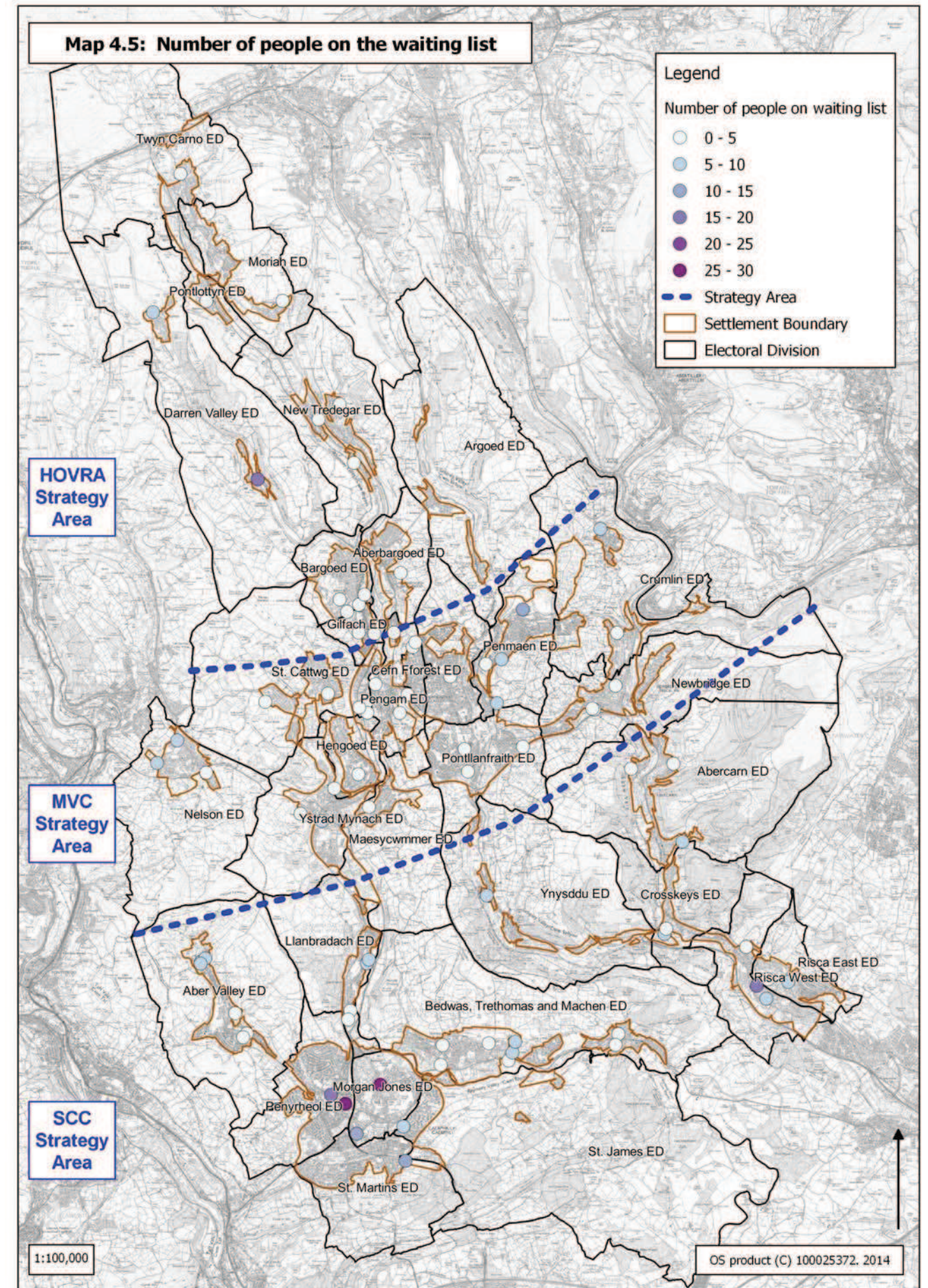
**Summary of measure (c) Waiting List**

Based on this measure alone, the following wards have allotments with a high number of residents on the waiting list:

- Morgan Jones;
- Penyrheol;
- St Martins;
- Risca West;
- Darren Valley; and
- Penmaen.

Conversely, the wards that have the fewest people on the waiting list are:

- St Cattwg;
- Bedwas, Trethomas and Machen;
- Crosskeys;
- Newbridge;
- Aberbargoed;
- Gilfach;
- Moriah and
- Bargoed.



**Overall Allotments**

Using the information contained in Appendix 9 assessing the condition, number of un-useable plots and waiting lists, an overall scoring system has been used to assess the overall provision of allotments across the county borough. In essence, plots that score 0 – 40 are in overall poor condition, 40 – 60 is average, and 60 plus is good.

Map 4.6 highlights the overall scoring attributed to each council managed allotment site. Overall, the majority of allotment facilities within the county borough are of good condition, have few un-useable plots, have few vacant plots and have little to no waiting list. However, there are some allotments where this is not the case.

**Observations in the HOVRA**

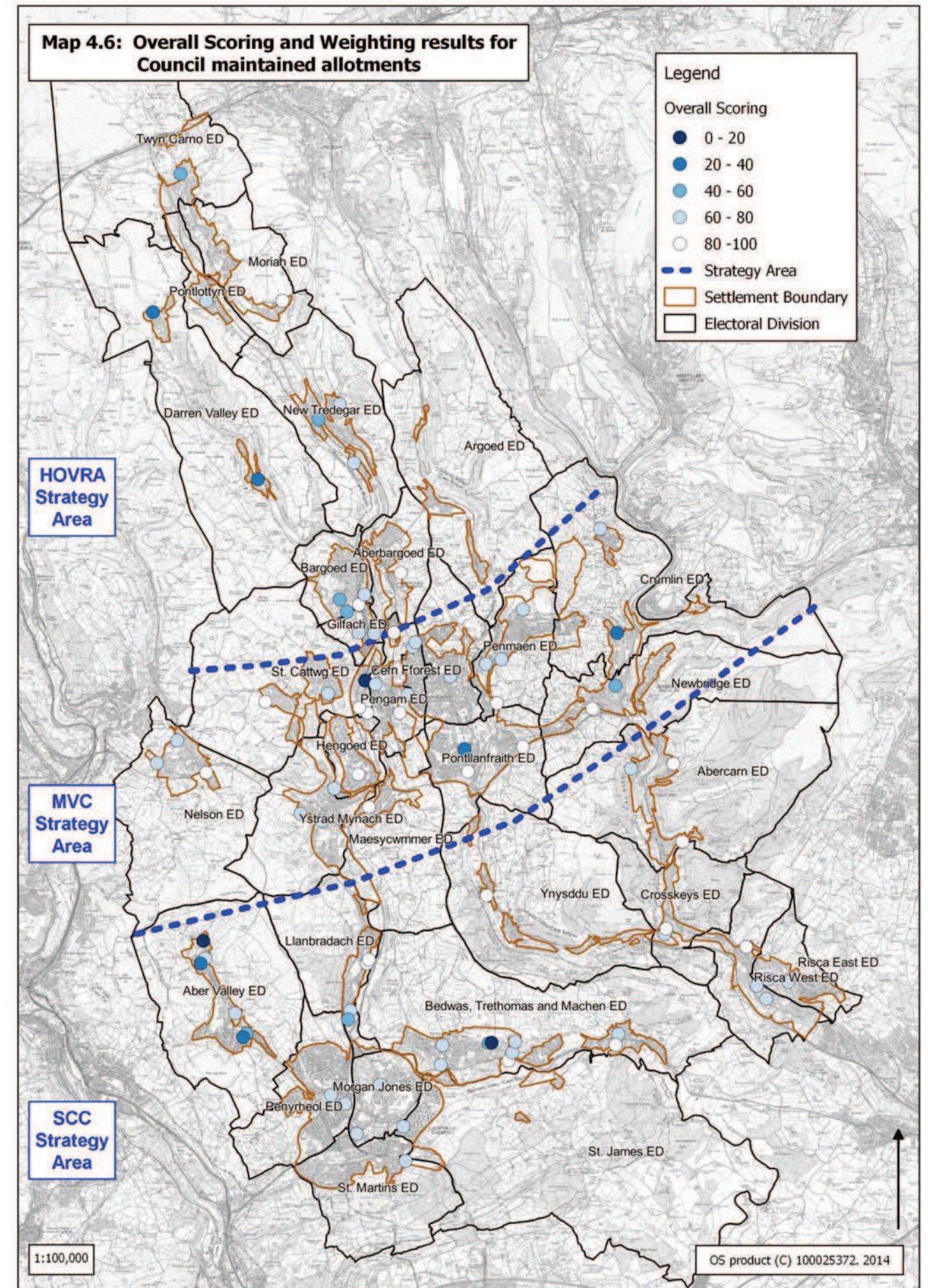
- There are only a few allotments in the HOVRA that scored highly;
- The allotments in Fochriw, Deri, Rhymney and New Tredegar all come out poorly.

**Observations in the MVC**

- There are only a small number of allotments that do not score well in the MVC. These allotments are in Glan-y-nant, Crumlin, Penllwyn and Newbridge;
- The remainder of the allotment sites are in good general condition, have few people on the waiting list, and have few un-useable plots.

**Observations in the SCC**

- The majority of allotments in the Aber Valley ward (with the exception of one site) score poorly;
- Allotments in the south of Llanbradach also score poorly;
- Caerphilly allotments score adequately;
- Allotments in Ynysddu, Abercarn, Crosskeys and Risca wards all score well.



## Key Findings

In light of the analysis undertaken in this section, a number of key findings are highlighted in respect of allotment provision across the three strategy areas. They are as follows:

### Key Findings for HOVRA

- The dispersed location of settlements and allotments in this area means that residents have to travel further to access allotments;
- The HOVRA has three allotments described as being in very good condition;
- Waiting list numbers are low, and there are a high number of vacant plots/perches (in comparison to the remainder of the County Borough);
- Whilst there appears to be an oversupply of allotments around the New Tredegar area, given the dispersed settlement patterns of the HOVRA, these allotments are still needed;
- There is a need for additional allotment facilities within the Darren Valley in order to meet unmet demand;
- As there are no allotments in the Argoed ward, residents should be consulted to establish if there is any demand in the area.

### Key Findings for MVC

- There are a large number of allotments located in the MVC the majority of which are located in Pengam and Cefn Fforest;
- The majority of the allotments in the MVC are in good condition, however there is one (Penllwyn) that is in poor condition;
- The remainder of the allotments have few people on the waiting list, and few vacant and un-useable plots.
- This study indicates that there are a sufficient number of allotments, however additional investment is required in order to improve their overall condition and to bring un-useable plots back into beneficial use.

### Key Findings for SCC

- There is a need to improve and increase the number of allotment gardens in the Caerphilly Basin and in the Aber Valley ward;
- These wards have high number of people on the waiting lists which demonstrates that there is unmet demand in the area;
- There is also an additional need for allotments due to demand in Risca.

## Recommendations

This review has considered the provision, condition, use and number of vacant allotment plots across Caerphilly County Borough. Following on from the information collated in the report, and data contained in the Appendices, the following recommendations are advised.

### ***R1: Reduce the number of un-useable plots***

By targeting funding into bringing un-useable plots back into beneficial use, this will help alleviate waiting list numbers.

### ***R2: Increase the provision of allotments in the HOVRA and SCC***

Given the high waiting list for plots in and around Deri, Caerphilly and Risca, there appears to be an unmet demand for allotments that needs to be met. The allocation of land for allotments in these areas should be seen as a key priority.

### ***R3: Improve the standard of facilities in the MVC***

There are a good number of allotment gardens in the MVC, however they require additional attention to bring their quality up to a good standard.

# SECTION 5: AMENITY GREENSPACE



## Section 5: Amenity Greenspace

Accessible Amenity Greenspace and Open Space make an important contribution to the quality of the environment and of life in urban areas. They are vital to the wellbeing of the residents of Caerphilly County Borough and make an important contribution to the environment of our towns and villages, serving as the 'green lungs' that often separate built-up areas otherwise prone to coalescence. It is also important to note that nearly 80% of the county borough is countryside and this forms an important visual and recreational resource for both residents and visitors to the area. Furthermore, the county borough has five country parks all located outside settlement limits, which all contribute to the amenity greenspace within the county borough.

Technical Advice Note 16: Sports and Recreation (TAN 16), provides the following definition of open space: "open space should be taken to mean all open spaces of public value including not just land but also areas of water such as rivers, canals, lakes and reservoirs which offer important opportunities for sport, recreation and tourism, and can also act as a visual amenity, and may have a conservation and biodiversity importance".

The Council carried out an Open Space Audit in 2012. However given the size and nature of the county borough, only areas within existing settlement limits were assessed as part of the Audit. Within this assessment, parcels of land were designated as either being informal recreation spaces (such as amenity greenspaces around housing, informal recreation spaces and natural greenspaces) or formal recreation spaces (such as children's play areas, cemeteries and sports pitches).

Within the LDP, the protection of informal parcels of land fall within policy CW7, whereas the formal facilities are protected under policy CW8. Given these criteria, a Supplementary Planning Guidance note (SPG) on the interpretation of policy CW7 was formed, titled 'LDP8: protection of Open Spaces'. The SPG details the various types of open spaces that are classified as CW7, the definitions of useable and non-useable parcels of land, and guidance towards an 'open space assessment' calculation that is used during planning applications to ensure that sufficient provisions of open space remain within 500m of a proposed site. Details from the audit have been utilised in helping to assess the levels of informal amenity greenspace across the county borough.

Map 5.1 highlights where amenity greenspace is located inside settlement limits, it further indicates the location of the Country Parks and the location of protected leisure land within the adopted LDP.

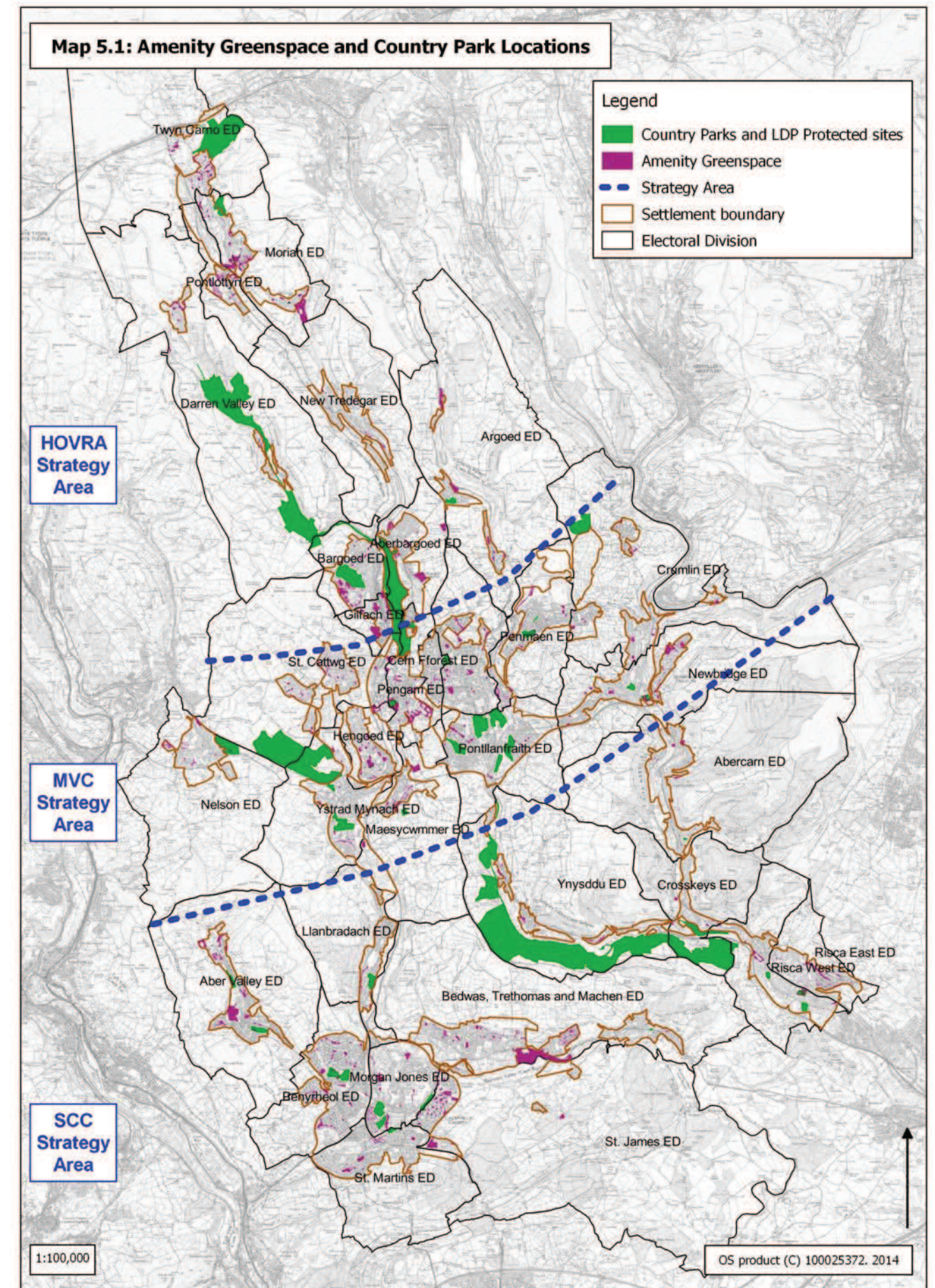
### *Areas of Useable Informal Open Space (as denoted by policy CW7 requirements)*

As with formal leisure facilities, the FIT standard prescribes that 0.55 Ha of informal recreation space should be available per 1000 population. The informal types of open space that are used to calculate FIT are informal recreation spaces, areas around housing, schools, community facilities, areas around sports pitches, and natural and semi natural greenspaces. Maps 5.2 and 5.3 illustrate the provision of these areas of open space against the FIT standards for the 2013 population, and the 2018 expected population.

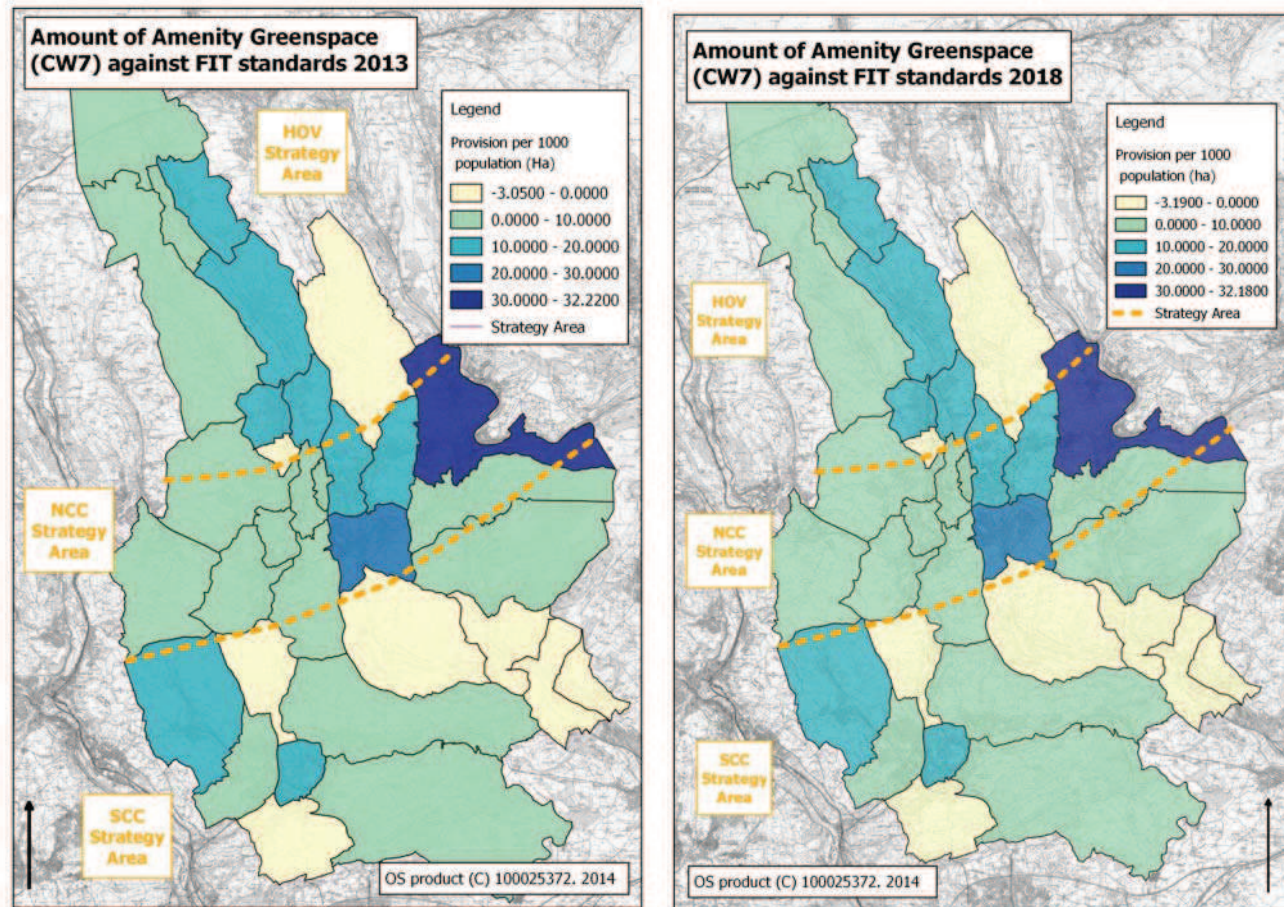
As depicted in Maps 5.2 and 5.3, the majority of wards have a good access to useable amenity greenspace. There are, however, some wards where provisions are lacking. These wards are Argoed, Gilfach, Llanbradach, Ynysddu, Crosskeys, Risca West, Risca East and St Martins.

As is evidenced, there are no great variances in these wards when using the 2018 population data.

As always, it is important to note that this exercise has been carried out on a ward basis and as such, only provides an indication of how much open space there is against the ward population.



Map 5.2 and 5.3: Amenity Greenspace (CW7) Provision by Ward - 2013 and 2018 population projections.



All parcels of Useable Open Space

Given the extent to which this study (sections 1 to 3) have looked at formal parcels of open space (playgrounds, sports pitches and leisure centres), there are some parts of open space that technically fit under the CW8 classification, however are not 'measured' anywhere else in this overarching report. These parcels of land include cemeteries, formal public parks and gardens, civic spaces and accessible areas of countryside in the urban fringe. In this section, the size taken up by allotments is also considered, as these parcels of land are open to the public, and should therefore form part of this overarching assessment.

Taking all parcels of amenity greenspace (informal and formal) that have not been accounted for in any of the previous sections of this document, it is evident in Map 5.4 and Map 5.5 that on the whole there is a good provision of amenity greenspace and open space across the whole county borough. The wards that performed poorly are all remedied through counting the formal parcels of open space that exist in these wards (such as public parks and gardens and country parks).

Observations by Strategy Area: HOVRA

- The majority of wards have good access to areas of amenity greenspace.
- Only one ward (Argoed) has a deficiency in amenity greenspace. However, when assessed against all provisions of formal and informal greenspace, provisions in this ward improve.

Observations by Strategy Area: MVC

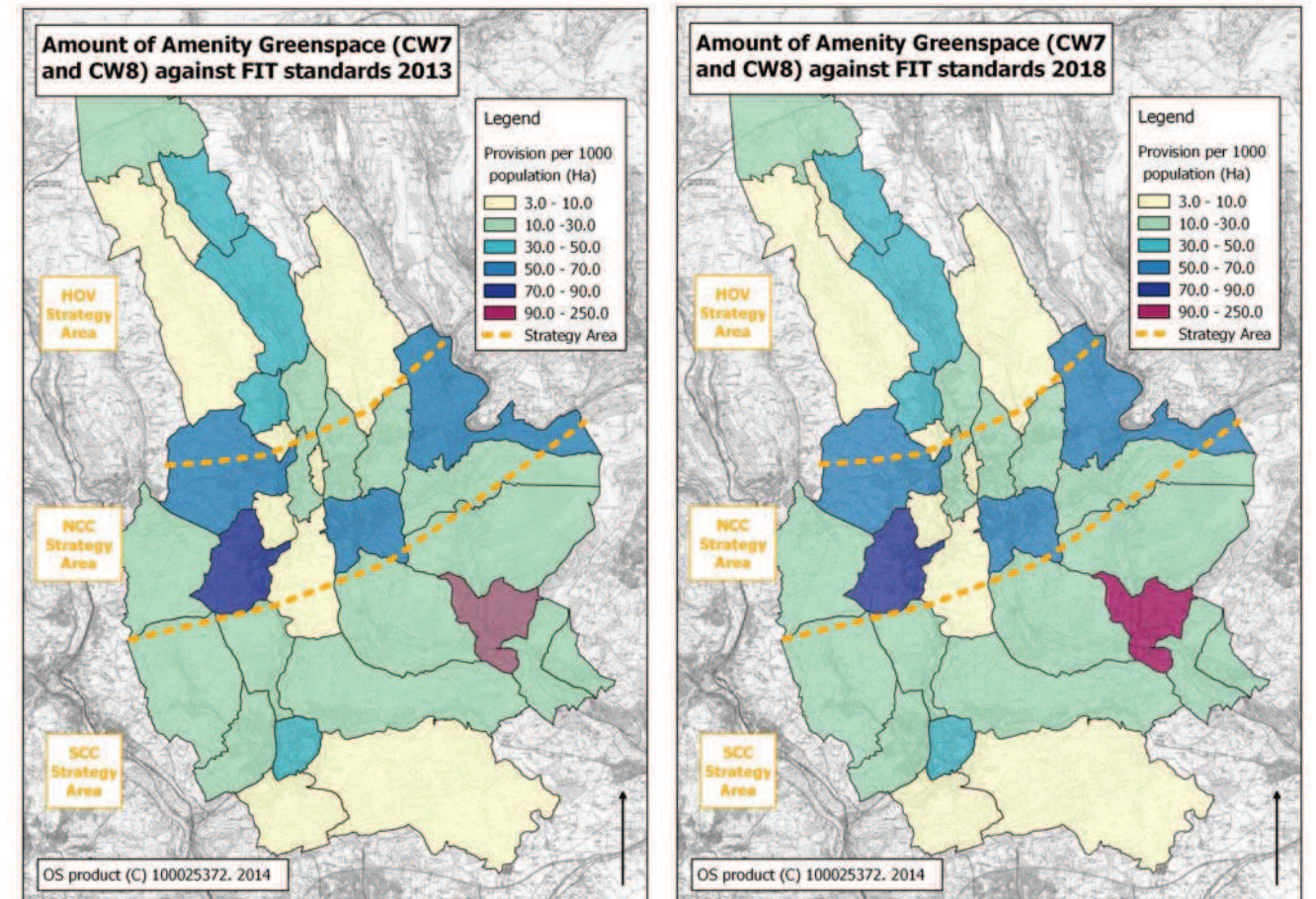
- All wards within the MVC have a good provision of accessible open space. There are no wards that have an under provision of informal amenity greenspace;
- Crumlin and Pontllanfraith wards have a high provision of useable amenity greenspace.

Observations by Strategy Area: SCC

- This area has the highest number of wards that fall below the prescribed FIT guidelines for informal recreation space;

- Around Caerphilly, Llanbradach and St Martins are the two wards that fall below the FIT guidelines, and around Risca, Ynysddu, Crosskeys, Risca West and Risca East all fall short of provisions for informal recreation spaces. These wards however, perform better when more formal parcels of open space are used.

Map 5.4 and 5.5: All Amenity Greenspace (CW7 and CW8) Provision by Ward - 2013 and 2018 population projections.



**Recommendations:**

This review has considered the provision of informal and more formal recreation spaces (not including those classified within sections 1 to 3 of this report). Following on from the information contained within the report, the following recommendations are advised.

**R1: In the more remote areas, links to amenity greenspaces are vital and should be maintained. As such, Country Parks and formal parks are an important asset should be maintained.**

Given the remote nature of settlements, access to good quality provisions is essential to ensuring that residents have a good quality of life. In more remote areas, links to established country parks and formal gardens should be maintained as a priority.

**R2: There is a need to ensure provisions in the SCC are maintained**

Around the Caerphilly basin, there is a need to ensure that any future windfall developments do not impede upon the existing provisions, and that additional populations are catered for accordingly.

# SECTION 6: APPENDICIES





## Appendix 1: FIT standards as summarised in Annex C of TAN 16

### Summary

In 2006, Fields in Trust (FIT) commissioned independent research to survey local planning authorities and consult key stakeholders around the United Kingdom. Using the results of that survey, it recommended Benchmark Standards to planning authorities and others, to help develop local standards. FIT's recommendations are similar to those in the 'Six Acre Standard', and it estimates that 70% of planning authorities refer to, use, or adopt the recommendations of the 'Six Acre Standard' in development plans.

The Benchmark Standards are based upon survey returns in England, where they can clearly be applied. They will also help those developing standards elsewhere in the United Kingdom, including Wales.

### Benchmark Standard Recommendations for Outdoor Sport

#### Quantity - Playing Pitches

##### Benchmark Standards for Pitch Sports

Type of Local Authority	Benchmark Standard (hectares per 1000 population)
Urban	1.15
Rural	1.72
Overall	1.20

Note: FIT's Benchmark Standard for rural areas is significantly higher than for urban areas. This reflects the greater number of dispersed settlements, villages and small market towns, in rural areas and their separate needs for local facilities. It should not be taken to imply that each new settlement in rural areas requires a higher level of local provision than their urban counterparts. Each new settlement must be considered in the light of its own circumstances and its own locality.

#### Quantity - All Outdoor Sport

##### Benchmark Standards for All Sports

Type of Local Authority	Benchmark Standard (hectares per 1000 population)
Urban	1.60
Rural	1.76
Overall	1.60

Note: Although the recommendations for 'urban' authorities and all local authorities are the same, this is not an error, since the recommendations are based on median averages, represented by the middle value of the series of returns.

#### Quality - Outdoor Sport

FIT recommends the use of Technical Performance Quality Standards such as those published in 'Design and Maintenance of Outdoor Sports Facilities' for both pitches and other outdoor facilities, namely cricket, bowls and croquet. Alternatively, technical standards produced by Sport England, the Governing Bodies of Sport or professional or trade organisations, such as the Institute of Groundsmanship (IoG) and the Sports and Play Construction Association (SAPCA), can prove helpful. Observational methodologies can prove helpful as a basic starting point, though they are no substitute for the best practice provided by technical assessments. Methods which might be considered include

that provided in Sport England's electronic toolkit and the 'traffic light code' being developed by the Football Association.

#### Accessibility - Playing Pitches

Playing pitches should be available within 1.2 kilometres of all dwellings in major residential areas.

#### Accessibility - Other Outdoor sports

Athletics - one synthetic track with floodlighting per 250,000 people living within 30 minutes drive time (45 minutes in rural areas) of the proposed location.  
Tennis - community tennis courts within 20 minutes travel time (walking in urban areas, by car in rural areas)  
Bowls - One green within 20 minutes travel time (walking in urban areas, by car in rural areas)

### Benchmark Standard Recommendations for Outdoor Play

#### Quantity - All Playing Space

Children's Playing Space	Benchmark Standard (hectares per 1000 population)
Designated Equipped Playing Space	0.25
Informal Playing Space	0.55
Total Children's Playing Space	0.80

#### Quality Benchmark for Children's Playing Space

Local authorities can set their own quality benchmark standards using the Children's Play Council's Quality Assessment Tool. This would not set an absolute measure, but a reasonable aspiration and benchmarks against which to measure the quality of any existing children's play space. Another tool, recommended by the Association for Public Service Excellence (APSE), is FIT's own 'Play Value Assessment for Playgrounds'.

### Accessibility Benchmark Standards for Children's Playing Space

Type of space	Distance criteria (Meters)	
	Walking Distance	Straight Line Distance
Local Areas of Play or 'door step' spaces for plan and informal recreation	100	60
Local Equipped or landscaped areas of plan and informal recreation	400	240
Neighbourhood equipped areas for play and provision for young people.	1000	600

## Appendix 2: 2013 and 2018 Population Projections

	2011 census	Population increase from House building to 2013	Projected 2013 Population	2013-2018 projected increase in population (from JHLA forecast)	Projected 2018 population from JHLA
Aber Valley	6,799	7	6,806	199	7,005
Aberbargoed	3,642	0	3,642	564	4,206
Abercarn	5,352	214	5,566	94	5,659
Argoed	2,769	33	2,802	13	2,814
Bargoed	6,196	0	6,196	0	6,196
Bedwas, Trethomas & Machen	10,758	14	10,772	122	10,895
Blackwood	8,496	18	8,514	30	8,544
Cefn Fforest	3,894	5	3,899	145	4,044
Crosskeys	3,265	0	3,265	24	3,289
Crumlin	5,947	2	5,949	70	6,019
Darren Valley	2,607	15	2,622	0	2,622
Gilfach	2,062	0	2,062	0	2,062
Hengoed	5,548	5	5,553	13	5,566
Llanbradach	4,383	12	4,395	0	4,395
Maesycwmmmer	2,242	10	2,252	252	2,504
Morgan Jones	6,771	265	7,036	529	7,565
Moriah	4,467	41	4,508	131	4,640
Nelson	4,647	5	4,652	81	4,732
New Tredegar	4,966	7	4,973	0	4,973
Newbridge	6,509	39	6,548	182	6,730
Pengam	3,848	3	3,851	53	3,903
Penmaen	5,251	173	5,424	10	5,434
Penyrheol	12,537	185	12,722	115	12,837
Pontllanfraith	8,552	46	8,598	185	8,782
Pontlottyn	1,924	85	2,009	0	2,009
Risca East	6,464	12	6,476	34	6,510
Risca West	5,229	2	5,231	128	5,359
St. Cattwg	7,817	10	7,827	77	7,903
St. James	5,976	9	5,985	138	6,123
St. Martins	8,443	86	8,529	264	8,793
Twyn Carno	2,454	2	2,456	0	2,456
Ynysddu	3,948	118	4,066	5	4,070
Ystrad Mynach	5,043	355	5,398	324	5,722

### Appendix 3: Equipped Play Provision Weighting

Site Code	SiteName	Strategy Area	Condition	Condition Weighting	No. Equip	Equipment Weighting	Lifespan	Lifespan weighting	Overall Weighting
				Good = 10, Average = 5, Poor = 1		11 items + = 10, 6-10 items = 5, 0-5 items = 1		10+ years = 10, 9-8 = 7, 7-6 = 5, 5-2 = 2, <2 = 1)	
460	Banalog Terrace, Hollybush	HOVRA	Average	5	7	5	6-7	5	15
593	Wyrloed Cottages, Manmeol	HOVRA	Average	5	4	1	6-7	5	11
594	Penyrheol Park, Caerphilly	SCC	Average	5	6	5	8-9	7	17
595	Maesycwmmmer Park	MVC	Good	10	9	5	10+	10	25
598	Heol Iago/Rhonda Ganol, Fochriw	HOVRA	Average	5	6	5	8-9	7	17
599	Llanbradach Park, Llanbradach	SCC	Average	5	6	5	8-9	7	17
600	Virginia Park, Caerphilly	SCC	Good	10	6	5	10+	10	25
601	Sunny View, Pontlottyn	HOVRA	Average	5	6	5	8-9	7	17
604	Welfare Ground, Cefn Fforest	MVC	Average	5	2	1	2-5	5	20
605	Blackwood Showfields	MVC	Average	5	9	5	8-9	7	17
606	Butetown	HOVRA	Average	5	6	5	8-9	7	17
607	Childrens Play Area, King George Field, Markham	HOVRA	Good	10	6	5	8-9	7	22
608	Deri Glyn Deri Playing Fields	HOVRA	Average	5	6	5	8-9	7	17
609	Dickens Court	SCC	Average	5	7	5	8-9	7	17
610	Dol-y-Pandy	SCC	Good (New)	10	5	1	10+	10	21
611	Ffwrwm Road, Machen	SCC	Average	5	6	5	8-9	7	17
612	Grange Close, Trecenydd.	SCC	Average	5	3	1	6-7	5	11
613	Hengoed Road, Hengoed	MVC	Average	5	6	5	8-9	7	17
614	HEOL COED CAE	HOVRA	Average	5	4	1	6-7	5	11
615	Land off Alexandra Road	MVC	Average	5	6	5	10+	10	20
616	Land r/o 14-16 Clos Gwendraeth, Blackwood upper Trelyn housing estate (Private)	MVC	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
617	Lansbury Park	SCC	Average	5	4	1	8-9	7	13
618	Clos Guto, Porset Park, Caerphilly	SCC	Average	5	5	1	8-9	7	13
619	Garfield Street, Libanus Park	MVC	Average	5	6	5	6-7	5	15
620	Machen Welfare Ground	SCC	Good	10	7	5	10+	10	25
621	Maes y Graig Street, Gilfach	HOVRA	Average	5	7	5	8-9	7	17
622	Oakdale Miners Welfare Grounds	MVC	Good	10	7	5	10+	10	25
625	R/O Bartlett Street	SCC	Average	5	6	5	8-9	7	17
626	Hill Street, Rhymney	HOVRA	Average	5	5	1	8-9	7	13
627	Rhymney Memorial Park	HOVRA	Average	5	12	10	8-9	7	22
628	School Street, Tirphil	HOVRA	Average	5	5	1	10+	7	13
629	Senghenydd Welfare Park	SCC	Average	5	6	5	8-9	7	17
630	Sir Harold Finch, Pontllanfraith	MVC	Average	5	6	5	8-9	7	17
631	Tennyson Terrace, Brithdir	HOVRA	Average	5	6	5	8-9	7	17
632	The Green, Abertyswg	HOVRA	Average	5	6	5	8-9	7	17
633	Trinity Court, Rifleman Street	SCC	Average	5	3	1	6-7	5	11
634	Twyncarn Road	SCC	Good	10	5	5	10+	10	25
635	Badhnam Road, Watford Park Estate Play	SCC	Average	5	4	1	8-9	7	13
636	Wanfawr Park	SCC	Average	5	13	10	8-9	7	22
648	Wyllie Glanhwy Road	MVC	Good	10	5	1	10+	10	21
6599	Clos Y Pant, Caerphilly (Privately managed site)	SCC	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
7675	Penylan Road, Argoed	HOVRA	Average	5	5	1	8-9	7	13
7683	Abertridwr Park	SCC	Good	10	6	5	8-9	7	22
7685	Woodland Terrace, Senghenydd	SCC	Average	5	6	5	8-9	7	17
7686	Cwrt Coch Street/Yew Street, Aberbargoed	HOVRA	Average	5	3	1	8-9	7	13
7687	Lewis Street, Aberbargoed	HOVRA	Average	5	6	5	8-9	7	17
7688	Feeder Row, Cwmcarn	SCC	Average	5	6	5	8-9	7	17
7689	Marne Street, Cwmcarn	SCC	Average	5	3	1	8-9	7	13
7690	King George's Field, Troed-Y-Rhiw, Abercarn	SCC	Good	10	6	5	6-7	5	20
7691	Twyn Road, Llanfach, Abercarn	SCC	Good	10	4	1	10+	10	21
7692	Park View, adjacent to Bargoed Community Centre	HOVRA	Average	5	4	1	8-9	7	13
7693	Bargoed Park, Bargoed	HOVRA	Average	5	6	5	6-7	5	15
7694	Thorncombe Road, Blackwood	MVC	Average	5	6	5	8-9	7	17
7695	Attlee Road, Blackwood	MVC	Average	5	7	5	8-9	7	17
7696	Crumlin Park, Mining School Hill, Crumlin	MVC	Average	5	5	1	8-9	7	13
7697	Royal Crescent, Treowen	MVC	Average	5	6	5	8-9	7	17
7698	Kendon Hill, Croespenmaen	MVC	Average	5	6	5	6-7	5	15
7699	Hafodyrynys Welfare, Hafodyrynys	MVC	Average	5	6	5	8-9	7	17

Site Code	SiteName	Strategy Area	Condition	Condition Weighting	No. Equipt	Equipment Weighting	Lifespan	Lifespan weighting	Overall Weighting
				Good = 10, Average = 5, Poor = 1		11 items + = 10, 6-10 items = 5, 0-5 items = 1		10+ years = 10, 9-8 = 7, 7-6 = 5, 5-2 = 2, <2 = 1)	
7700	Penyfan Close, Trinant	MVC	Average	5	9	5	8-9	7	17
7701	The Wern, Nelson	MVC	Average	5	6	5	8-9	7	17
7702	Llwyn y Eos, Nelson	MVC	Good	10	10	10	10+	10	30
7707	Fern Hill Terrace, Phillipstown, New Tredegar	HOVRA	Good	10	5	1	2-5	2	13
7708	Fox Avenue, Pentwynmawr, Newbridge	MVC	Poor	1	7	5	6-7	5	11
7709	Windsor Avenue, Newbridge	MVC	Average	5	6	5	8-9	7	17
7710	Fields Park Road, Newbridge	MVC	Average	5	6	5	6-7	5	15
7711	Willow Court, Panside	MVC	Average	5	5	5	6-7	5	15
7712	School Street, Pengam	MVC	Good	10	5	5	10+	10	25
7713	Fairview, Pengam	MVC	Poor	1	5	5	2-5	2	8
7714	Angel Lane/Farm View, Britannia	HOVRA	Good	10	4	1	10+	10	21
7715	Willow Drive, Woodfieldside (Glan-yr-Afron Playing Park)	MVC	Average	5	7	5	6-7	5	15
7716	Oakdale Terrace, Penmaen	MVC	Average	5	8	5	10+	10	20
7717	Herbert Avenue, Risca	SCC	Average	5	8	5	6-7	5	15
7718	Ty Sign Open Space, Holly Road, Risca	SCC	Average	5	8	5	6-7	5	15
7719	Tanybryn, Pontymister	SCC	Poor	1	3	1	2-5	2	4
7720	Tredegar Park, Park Road, Risca	SCC	Good	10	12	10	10+	10	30
7722	Fernlea, Risca	SCC	Average	5	6	5	6-7	5	15
7723	Trosnant Crescent, Penybryn	MVC	Good	10	9	10	10+	10	30
7724	Tiryberth Welfare Ground	MVC	Good	10	4	1	10+	10	21
7729	Hanbury Street, Glanynant	MVC	Average	5	7	5	6-7	5	15
7730	Rudry Park, Rudry	SCC	Good	10	4	1	10+	10	21
7731	Draethen Village, Draethen	SCC	New	10	5	1	10+	10	21
7733	Llanarth Street, Brynawel	SCC	Good	10	7	5	6-7	5	20
7734	Duffryn Terrace, Wattsville	SCC	Good	10	6	5	8-9	7	22
7735	Stanley Street, Cwmfelinfach	SCC	Average	5	6	5	8-9	7	17
7736	Bridge Street, Ynysddu	SCC	Average	5	6	5	6-7	5	15
7737	Forge Mill, Ystrad Mynach	MVC	Average	5	8	5	8-9	7	17
7738	Ystrad Mynach Park	MVC	Good	10	17	10	10+	10	30
7739	Park Lane, Tredomen	MVC	Good	10	4	1	10+	10	21
7740	Station Road, Ystrad Mynach	MVC	Average	5	7	5	6-7	5	15
7743	Clos Gwyn Cwm, Cwm Farm, Caerphilly	MVC	Average	10	3	1	8-9	7	18
7744	Ashman Close, Caerphilly	SCC	Poor	1	2	1	2-5	2	4
7745	Cwm Calon LEAP	MVC	Good	10	9	5	10+	10	25
7749	The Bryn, Trethomas	SCC	Average	5	6	5	6-7	5	15
7750	The Crescent, Machen	SCC	Average	5	4	1	6-7	5	11
7751	Morgan Jones Park, Caerphilly	SCC	Good	10	14	10	8-9	7	27
7756	Waunganol Park, Church Street, Bedwas	SCC	Average	5	8	5	10+	10	20
7991	Panteg Terrace, Newbridge	MVC	Average	5	5	1	6-7	5	11
7992	Groeswen Drive, Hendredenny, Caerphilly	SCC	Average	5	5	1	6-7	5	11
7993	Springfield Cwmalsie, Pontllanfraith	MVC	Average	5	6	5	2-5	2	12
7994	William Street, Tiryberth	MVC	Good	10	6	5	10+	10	25
7995	Mount Pleasant, Penpedairheol	MVC	Average	5	9	5	8-9	7	17
8036	Pontymister Athletic Ground	SCC	Good	10	5	5	10+	10	25
8066	Diamond Park, New Tredegar, White Rose Playground (new)	HOVRA	Good	10	9	5	10+	10	25
8092	Parc Penhros, Penhros Castle Gate Playground	SCC	Good	10	4	1	10+	10	21

## Appendix 4: Designated Sports Pitch Provision Weighting

Site ID	Pitch Name	Strategy Area	Typology	Pitch Size	Pitch Condition	Weighting pitch condition	Pitch Type	Standard	Standard Weighted	Flood Light?	Flood light weighting	Car Parking	Car Parking WEIGHTING	Change rooms?	Weighting	Drainage Issues?	Drainage weighting	Usage	Usage weighting	TOTAL WEIGHTING
430	Caerphilly Leisure Centre	SCC	Rugby	Senior	Very Good	30	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	120
430	Caerphilly Leisure Centre	SCC	Rugby	Junior	Very Good	30	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	120
435	Tir-y-Berth Welfare Football	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	Yes	0	High	30	90
439	Gilfach Basin	HOVRA	Football	Senior	Good	20	Grass	3	10	No	0	No	0	No	0	No	20	Moderate	20	70
442	Graig Y Rhacca	SCC	Football		Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120
440	Eisteddfod fields	HOVRA	Football	Senior	Good	20	Grass	1	30	Yes	10	No	0	Yes	10	No	20	unknown	0	90
444	Longbridge Fields Sports	SCC	Rugby	Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	80
444	Longbridge Fields Sports	SCC	Football	Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	80
445	Trethomas Llanfabon Playing	SCC	Football	Senior	Very Good	30	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	120
447	Fields Park Recreation Ground	MVC	Football	Senior	Good	20	Grass	2	20	No	0	Yes	10	No	0	No	20	unknown	0	70
448	Pentwynmawr Recreation	MVC		Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	No	20	high	30	110
450	Pantside Playing Fields	MVC	Rugby		Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	low	10	100
450	Pantside Playing Fields	MVC	Football		Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	low	10	100
453	Fernlea Playing Fields	SCC	Football	Senior	Good	20	Grass	1	30	No	0	No	0	Yes	10	No	20	Moderate	20	100
454	Trinant FC, off Llanerch Lane	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	Moderate	20	100
455	Kay Field Rugby Ground	MVC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130
456	Bush Park Football Pitch	MVC	Football	Senior	Good	20	Grass	1	30	No	0	No	0	No	0	No	20	Moderate	20	90
504	Gelli Pitch Ty Isaf	SCC	Football	Junior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	Low	10	90
506	Senghenydd Welfare	SCC	Rugby	Senior	Very Good	30	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Unknown	0	100
507	Caerphilly Rugby Club	SCC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
507	Caerphilly Rugby Club	SCC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	No	0	No	20	high	30	120
508	Wattsville Rugby Ground,	SCC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	Yes	0	Low	10	80
511	Oakdale Miners Welfare	MVC	Rugby	Junior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	80
511	Oakdale Miners Welfare	MVC	Rugby	Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	80
511	Oakdale Miners Welfare	MVC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	110
518	Ystrad Mynach	MVC	Rugby	Senior	Good	20	Grass	2	20	No	0	Yes	10	No	0	Yes	0	Very High	40	90
518	Ystrad Mynach Fields	MVC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	Very High	40	120
519	Abercam Welfare Ground	SCC	Football	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130
519	Abercam Welfare Ground	SCC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130
520	Maes McLaren	HOVRA	Rugby	Senior	Average	10	Grass	2	20	No	0	Yes	10	Yes	10	No	20	High	30	100
520	Maes McLaren	HOVRA	Rugby	Senior	Average	10	Grass	2	20	No	0	Yes	10	Yes	10	No	20	High	30	100
520	Maes McLaren	HOVRA	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120
521	Bargoed Welfare	HOVRA	Rugby	Senior	Good	20	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	High	30	120
524	Glyn Deri Rugby Ground	HOVRA	Rugby	Senior	Good	20	Grass	1	30	Yes	10	No	0	Yes	10	Yes	0	Moderate	20	90
525	Hafodryns RFC	MVC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130
526	Libanus Playing Fields	MVC	Multi	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	110
528	Croespenmaen Football Ground	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	110
530	Woodfieldside Playing Fields	MVC	Rugby	Senior	Good	20	Green	-	0	No	0	Yes	10	Yes	10	No	20	unknown	0	60
531	Waunfawr Park FSF3	SCC	Football	Junior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	No	20	high	30	110

Site ID	Pitch Name	Strategy Area	Typology	Pitch Size	Pitch Condition	Weighting pitch condition	Pitch Type	Standard	Standard Weighted	Flood Light?	Flood light weighting	Car Parking	Car Parking WEIGHTING	Change rooms?	Weighting	Drainage Issues?	Drainage weighting	Usage	Usage weighting	TOTAL WEIGHTING
531	Waunfawr Park FSF2	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
531	Waunfawr Park FSF1	SCC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	high	30	130
531	Waunfawr Park Pitches	SCC	Football	Junior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
531	Waunfawr Park Pitches	SCC	Rugby	Junior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
546	Blackwood Showfields	MVC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	low	10	100
546	Blackwood Showfields	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	low	10	100
557	Pontllotyn Rec	HOVRA	Football	Senior	Average	10	Grass	1	30	No	0	Yes	10	Yes	10	No	20	low	10	90
558	Bargoed Park	HOVRA	Football	Senior	Good	20	Grass	2	20	Yes	10	Yes	10	Yes	10	Yes	0	Very High	40	110
558	Bargoed Park	HOVRA	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	0	Yes	10	Yes	0	Very High	40	110
558	Bargoed Park	HOVRA	Athletics Track	Senior	Good	20	Red Gra	n/a		Yes	10	Yes	10	Yes	10	Yes	0	Very High	40	90
561	Pontllotyn Welfare	HOVRA	Football	Senior	Good	20	Grass	-		Yes	10	Yes	10	Yes	10	Yes	0	moderate	20	70
562	Risca Comprehensive	SCC																		0
745	Fochriw Welfare Park	HOVRA	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	unknown	0	90
4390	Tan-y-bryn Playing Fields	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
4403	Sue Noake	MVC	Rugby	Junior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	No	20	high	30	110
4403	Sue Noake	MVC	Rugby	Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	No	20	high	30	110
7473	Pontymister Athletic	SCC	Football	Junior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	Moderate	20	100
7473	Pontymister Athletic	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	Moderate	20	100
7477	Senghenydd Recreation Groun	SCC	Rugby Pitch	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
7479	Aberbargoed Rec	HOVRA	Rugby	Senior	Average	10	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	high	30	120
7479	Aberbargoed Recreation Ground	HOVRA	Football	Senior	Very Good	30	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	high	30	140
7479	Aberbargoed Recreation Ground	HOVRA	Football	Senior	Average	10	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	high	30	120
7480	Feeder Row Football	SCC	Football	Junior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	No	20	Moderate	20	100
7483	Llanbradach Welfare (South)	SCC	Football	Junior	Good	20	Grass	3	10	No	0	Yes	10	No	0	No	20	Low	10	70
7484	Llanbradach Welfare (North)	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Very High	40	130
7496	Ynys Field Recreation	MVC	Football	Senior	Average	10	Grass	1	30	No	0	Yes	10	Yes	10	No	20	unknown	0	80
7498	Britannia playing field	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
7498	Britannia playing field,	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
7498	Britannia playing field,	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	high	30	120
7500	Penyrheol Park (Aneurin Park)	SCC	Football	Senior	Very Good	30	Grass	1	30	No	0	Yes	10	Yes	10	No	20	unknown	0	100
7500	Penyrheol Park (Aneurin Park)	SCC	Football	Junior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	unknown	0	90
7503	Penybryn Football Field	MVC	Football	Senior	Good	20	Grass	3	10	No	0	No	0	No	0	No	20	Moderate	20	70
7504	Duffryn Field/Glyngaer	MVC	Football	Senior	Good	20	Grass	3	10	No	0	Yes	10	No	0	Yes	0	Low	10	50
7505	Cascade Community Field	MVC	Football	Senior	Good	20	Grass	3	10	No	0	No	0	No	0	No	20	Moderate	20	70
7506	Wattsville Football	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	Yes	0	Unknown	0	70
7510	School Pitch Bargoed Welfare	HOVRA	Rugby	Senior	Good	20	Grass	2	20	No	0	Yes	10	Yes	10	Yes	0	Low	10	70
7511	McDonald Pitch Bargoed	HOVRA	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120
7512	Cefn Fforest Welfare Ground	MVC	Multi	Senior	Good	20	Grass	-	-	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	60
7516	Morgan Jones Park	SCC	Football	Senior	Very Good	30	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	130
7516	Morgan Jones Park	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	110
7521	Ty Isaf Recreation Ground	SCC	Football	Senior	Good	20	Grass	1	30	No	0	No	0	Yes	10	No	20	Unknown	0	80
7547	Islwyn Park (southern pitch)	MVC	Football	Senior	Good	20	Grass	-		No	0	Yes	10	No	0	No	20	Moderate	20	70
7555	Markham King George	HOVRA	Multi	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	unknown	0	100

Site ID	Pitch Name	Strategy Area	Typology	Pitch Size	Pitch Condition	Weighting pitch condition	Pitch Type	Standard	Standard Weighted	Flood Light?	Flood light weighting	Car Parking	Car Parking WEIGHTING	Change rooms?	Weighting	Drainage Issues?	Drainage weighting	Usage	Usage weighting	TOTAL WEIGHTING	
						Very good = 30, good = 20, fairly good = 15, average = 10			St 1 = 30, St 2 = 20, St 3 = 10.		Yes = 10, No = 0		Yes = 10, No = 0		Yes = 10, No = 0		No = 20, Yes = 0			V high = 40, High = 30, Moderate = 20, Low = 10, V low = 0	
7555	Markham King George	HOVRA	Football	Junior	Good	20	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	unknown	0	90	
7556	Banalog Terrace	HOVRA	Rugby	Senior	Average	10	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	unknown	0	80	
7559	Cefn Hengoed Playing fields	MVC	Football	Senior	Good	20	Grass	3	10	No	0	No	0	No	0	No	20	Moderate	20	70	
7562	Land south of the A472	MVC	Football	Junior	fairly good	15	Grass	3	10	No	0	Yes	10	No	0	No	20	High	30	85	
7562	Land south of the A472	MVC	Football	Senior	fairly good	15	Grass	2	20	No	0	Yes	10	No	0	No	20	High	30	95	
7562	Land south of the A472	MVC	Rugby	Senior	fairly good	15	Grass	2	20	No	0	Yes	10	No	0	No	20	High	30	95	
7562	Land south of the A472	MVC	Rugby	Senior	fairly good	15	Grass	2	20	No	0	Yes	10	No	0	No	20	High	30	95	
7570	Duff Pitch Bargoed	HOVRA	Rugby	Senior	fairly good	15	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	105	
7571	Abertridwr Park, Aberfawr Road	SCC	Rugby	Junior	unknown	0	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	100	
7571	Abertridwr Park	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120	
7578	Machen Welfare (Southern)	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	110	
7579	Machen Welfare (Southern)	SCC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	110	
7579	Machen Welfare (northern)	SCC	Rugby	Rugby	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130	
7580	Rhymney Memorial Park	HOVRA	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	110	
7580	Rhymney Memorial Park	HOVRA	Rugby	Senior	Good	20	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	130	
7585	Ynsyddu Pitches Nine Mile Rec	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	No	0	No	20	unknown	0	80	
7585	Ynsyddu Pitches Nine Mile	SCC	Rugby	Junior	Good	20	Grass	1	30	Yes	10	Yes	10	No	0	No	20	unknown	0	90	
7585	Ynsyddu Pitches Nine Mile Ride	SCC	Multi	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	unknown	0	90	
7586	Pandy Park, Crosskeys	SCC	Rugby	Senior	Very Good	30	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	Moderate	20	130	
7589	Newbridge Rugby	MVC	Rugby	Senior	Very Good	30	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	unknown	0	110	
7625	Maescwmmmer Playing Fields	MVC	Rugby	Senior	fairly good	15	Grass	3	10	No	0	Yes	10	No	0	No	20	V Low	0	55	
7625	Maescwmmmer Playing Fields	MVC	Football	Senior	fairly good	15	Grass	3	10	No	0	Yes	10	No	0	No	20	V Low	0	55	
7632	Grove Park	HOVRA	Football	Senior	Average	10	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	Moderate	20	100	
7632	Grove Park	HOVRA	Multi	Senior	Average	10	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	Moderate	20	100	
7632	Grove Park	HOVRA	Rugby	Senior	Average	10	Grass	2	20	Yes	10	Yes	10	Yes	10	No	20	Moderate	20	100	
7638	Trelyn Park Recreation Ground	MVC	Rugby	Senior	Good	20	Grass	1	30	Yes	10	No	0	Yes	10	No	20	Unknown	0	90	
7638	Trelyn Park Recreation Ground,	MVC	Rugby	Senior	Good	20	Grass	1	30	No	0	No	0	Yes	10	No	20	unknown	0	80	
7639	St David's Recreation Ground	MVC	Football	Senior	Good	20	Grass	1	30	No	0	No	0	Yes	10	No	20	unknown	0	80	
7641	Gelliwen Rugby Ground	HOVRA	Rugby Pitch	Senior	Average	10	Grass	2	20	No	0	No	0	Yes	10	No	20	V Low	0	60	
7642	The Bryn Bedwas Park (7642)	SCC	Football		Very Good	30	Grass	1	30	No	0	Yes	10	No	0	No	20	High	30	120	
7703	Brithdir Sports Ground	HOVRA	Football	Senior	Average	10	Grass	2	20	No	0	No	0	Yes	10	No	20	Moderate	20	80	
7828	Owain Glyndwr Playing	SCC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	Yes	0	High	30	100	
7884	Islwyn Park	MVC	Multi	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120	
7923	Bryn Playing Fields	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	Moderate	20	110	
7923	Bryn Playing Fields	MVC	Rugby	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	Yes	0	Moderate	20	90	
8021	Ystrad Mynach	MVC	Football	Senior	Good	20	Grass	2	20	No	0	No	0	No	0	No	20	Moderate	20	80	
8022	Wern Park Football	MVC	Football	Senior	Good	20	Grass	1	30	No	0	Yes	10	Yes	10	No	20	High	30	120	
8039	Nelson Rugby Football Club	MVC	Rugby	Senior	Average	10	Grass	3	10	No	0	Yes	10	Yes	10	Yes	0	High	30	70	
8039	Nelson Rugby Football Club	MVC	Rugby	Senior	Average	10	Grass	1	30	Yes	10	Yes	10	Yes	10	No	20	High	30	120	

## Appendix 5: Other Outdoor Sports Pitch Provision Weighting

Site Code	Group Name		Court Standard	Court Weighting	Usage	Usage weighting	Resurfacing required?	Resurfacing weighting?	Changing Rooms?	Changing weighting	Overall Weighting
				Good = 20, Fair = 10, Poor = 5		High= 20, Average = 10, Low = 5		Yes = 0, No = 20		Yes = 10, No = 0	
565	Aberbargoed Recreation Ground Bedwellty Road Aberbargoed Caerphilly Cbc	Tennis Courts	Fair	10	Unknown		No	20	No	0	30
570	Tennis Courts Bargoed Gilfach Welfare Ground Maes-Y-Graig Street Gilfach Caerphilly Cbc	Tennis Courts	Good	20	Unknown		No	20	Yes	10	50
571	Llanbradach Welfare Park High Street East UI Llanbradach Caerphilly Cbc	Tennis Courts	Fair	10	Low	5	No	20	Yes	10	45
573	Tennis Courts Aneurin Park Heol Aneurin Caerphilly Caerphilly County Borough	Tennis Courts	Good	20	High	20	No	20	Yes	10	70
578	Oakdale Miner's Welfare Recreation Ground Llwyn On Lane Oakdale Caerphilly Cbc	Tennis Courts	Poor	5	Low	5	Yes	0	Yes	10	20
579	Tennis Courts Pontymister Recreation Ground Fields Road Pontymister Risca Caerphilly Cbc	Tennis Courts	Good	20	High	20	No	20	Yes	10	70
580	War Memorial Park High Street East UI Rhymney Caerphilly Cbc	Tennis Courts	Fair	10	Low	5	No	20	No	0	35
582	Nine Mile Point Recreation Ground Graig View Ynysddu Caerphilly Cbc	Tennis Courts	Good	20	High	20	No	20	Yes	10	70
572	Morgan Jones Park Nantgarw Road North UI Caerphilly Caerphilly Cbc	Tennis Courts	Good	20	High	20	No	20	Yes	10	70
7653	Showfield Bowls And Tennis Club Sunnybank Road Blackwood Caerphilly Cbc NP12 1HZ	Tennis Courts	Good	2	High	20	Yes	0	Yes	10	32
7648	The Terrace	Tennis Courts	Good	20	Low	5	No	20	Yes	10	55
7651	Ystrad Mynach Park Caerphilly Road Ystrad Mynach Caerphilly Cbc	Tennis Courts	Fair	10	High	20	Yes	0	Yes	10	40
7588	Abertridwr Recreation ground, Abertridwr	Tennis Courts	Good	10	Unknown		No	20	Yes	10	40

Site Code	Group Name		Court Standard	Court Weighting	Usage	Usage weighting	Resurfacing required?	Resurfacing weighting?	Changing Rooms?	Changing weighting	Overall Weighting
				Good = 20, Fair = 10, Poor = 5		High= 20, Average = 10, Low = 5		Yes = 0, No = 20		Yes = 10, No = 0	
401	Bowling Green Bargoed Welfare Ground Park Drive Bargoed Caerphilly Cbc	Bowling Greens		0	High	20	No	20	Yes	10	50
402	Bowling Green Oakdale Miner's Welfare Recreation Ground Llwyn On Lane Oakdale Caerphilly Cbc	Bowling Greens	Poor	5	low	5	Yes	20	Yes	10	30
404	Bowling Green Aneurin Park Heol Aneurin Caerphilly Caerphilly County Borough	Bowling Greens	Fair	10	Low	5	Yes	0	Yes	10	25
405	Abertridwr Park Aberfawr Road Abertridwr Caerphilly Cbc	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
406	Gifach And Bargoed Bowls Club Bargoed Gilfach Welfare Ground Maes-Y-Graig Street Gilfach Bargoed Cae	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
407	LLanbradach	Bowling Greens	Good	20	Unknown	0	Unknown	0	Yes	10	30
408	Grove Park Grove Park New Tredegar Caerphilly Cbc	Bowling Greens	Good	20	Low	5	No	20	Yes	10	55
409	Newbridge Welfare Ground Bridge Street Newbridge Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	Yes	0	Yes	10	40
410	Gelligaer Bowling Green And Pavilion Gelligaer Recreation Ground Gwaun-Fro Penpedairheol Caerphilly	Bowling Greens	Poor	5	Medium	10	No	20	Yes	10	45
411	Ystrad Mynach Park Caerphilly Road Ystrad Mynach Caerphilly Cbc	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
412	Showfield Bowls And Tennis Club Sunnybank Road Blackwood Caerphilly Cbc NP12 1HZ	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
413	The Bryn Park And Playing Fields The Bryn Trethomas Caerphilly Cbc	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
414	Islwyn Park Llanarth Road Springfield Pontllanfraith Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	No	20	Yes	10	60
415	Recreation Ground Tyn-Y-Waun Road Machen Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	No	20	Yes	10	60
416	Morgan Jones Park Nantgarw Road North UI Caerphilly Caerphilly Cbc	Bowling Greens	Good	20	High	20	No	20	Yes	10	70
417	Bowling Green Pontymister Recreation Ground Fields Road Pontymister Risca Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	No	20	Yes	10	60
418	War Memorial Park High Street East UI Rhymney Caerphilly Cbc	Bowling Greens	Good	20	High	20	Yes	0	Yes	10	50
419	Senghenydd Welfare Ground Commercial Street West UI Senghenydd Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	Yes	0	Yes	10	40
420	Ty Isaf Recreation Ground Isaf Road Pontymister Risca Caerphilly Cbc	Bowling Greens	Good	20	High	20	Unknown		Yes	10	50
421	Crosskeys Waunfawr Park Waunfawr Park Road Crosskeys Caerphilly Cbc	Bowling Greens	Good	20	High	20	Yes	0	Yes	10	50
822	Bowling Green Graig View Ynysddu Caerphilly Cbc	Bowling Greens	Good	20	Medium	10	No	20	Yes	10	60



## Appendix 9: Overall Scoring for Allotments

SiteCode	SiteName	Condition	Condition Weighting	Un-useable Plots		Vacants Plot		Waiting List		Overall Weighting
			Very Good/Excellent= 40; Good/Fairly Good = 30, Average = 20, Poor = 5	0 = 20, 1 >5 = 10, 6+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0				
2	Risca (Maple Ave, Ty)	Good	30	2	10	0	20	9	5	65
4	Ashfield Road, Newbridge	Good	30	5	10	15	0	0	20	60
5	Bargoed, Gilfach Alfred street	Very Good	40	0	20	0	20	1	10	90
6	Bedwas Community Park	Good	30	0	20	0	20	0	20	90
8	Boot Road, Maescwmmer	Excellent	40	0	20	0	20	4	10	90
9	Bridgend, Bedwas	Very Good	40	1	10	0	20	3	10	80
10	Brithdir	Very Good	40	4	10	4	10	2	10	70
11	Brittannia, Pengam	Very Good	40	0	20	0	20	0	20	100
12	Cardiff Rd Tir-y-berth	Unknown	0							0
13	Cascade, Hengoed	Very Good	40	10	0	4	10	0	20	70
14	Clyde Street, Pontymister	Very Good	40	0	10	0	20	7	5	75
15	Coed y Brain, Llanbradach	Good	30	1	10	0	20	1	10	70
16	Commercial Street, Senghenydd	Good	30	0	20	0	20	10	0	70
17	Cwmcarn	Very Good	40	0	20	0	20	7	5	85
19	Dan y graig	Average	20	1	10	0	20	1	10	60
20	Deri, River Ro	Unknown	0	0	20	0	20	20	0	40
21	Eastview Terrace, Bargoed	Good	30	0	20	1	10	1	10	70
7998	Abertidwr (Thomas Street)	Unknown	0	1	10	0	20	2	10	40
732	Penyrheol (Bowls)	Very Good	40	0	20	0	20	17	0	80
22	Fairview, Blackwood	Good	30	0	20	0	20	4	10	80
23	Fernlea, Risca	Very Good	40	0	20	0	20	5	10	90
25	Fochri	Average	20	10	0	10	0	6	5	25
26	Gelligroes, Pontlfrith	Very Good	40	0	20	0	20	4	10	90
27	Greenhill, Gelligaer	Very Good	40	3	10	0	20	0	20	90
28	Greenway Allotments	Very Good	40	0	20	1	10	0	20	90
29	Gwerthonor, Gilfach 2	Good	30	1	10	7	5	0	20	65

SiteCode	SiteName	Condition	Condition Weighting	Un-useable Plots		Vacants Plot		Waiting List		Overall Weighting
			Very Good/Excellent= 40; Good/Fairly Good = 30, AVERAGE = 20, Poor = 5	0 = 20, 1 >5 = 10, 6+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0				
30	Halls Gardens, Crumlin	Unknown	0	12	0	0	20	3	10	30
31	Heol Fargoed, Bargoed	Unknown	0	0	20	0	20	0	20	60
32	Heol Fawr, Nelson	Very Good	40	0	20	0	20	4	10	90
33	High Street, Senghenyd	Good	30	0	20	0	20	10	0	70
34	High Street, Ynysddu	Very Good	40	0	20	0	20	6	5	85
35	Hill Street, Pontymister	Good	30	0	20	0	20	3	10	80
36	Hollybush, Nelson	Good	30	0	20	0	20	9	5	75
37	Horner Street, Tiryberth	Very Good	40	0	20	1	10	0	20	90
38	Kings Hill, Hengoed	Good	30	0	20	0	20	0	20	90
40	Lansbury Park 2	Reasonable	20	0	20	0	20	7	5	65
42	Lewis Street, Blackwood	Good	30	0	20	0	20	2	10	80
43	Llanfabon drive, Trethomas	Poor	5	6	0	0	20	0	20	45
44	Malvern, Pontymister	Good	30	0	20	0	20	17	0	70
45	Margaret Street, Gilfach	Good	30	4	10	0	20	1	10	70
46	Nant-y-Calch, Railway Terrace	Very Good	40	0	20	0	20	13	0	80
47	Navigation Street, Trethomas	Unknown	0		0					0
48	New Tredegar, Davalog	Good	30	0	20	4	10	0	20	80
49	Oakland Hall, Gilfac	Average	20	0	20	2	10	2	10	60
50	Pandy Road	Very Good	40	0	20	0	20	30	0	80
51	Penllwyn	Poor	5	3	10	2	10	1	10	35
52	Penmaen	Very Good	40	1	10	0	20	2	10	80
53	Pontlotty	Very Good	40	0	20	2	10	2	10	80
54	Pontygwindy	Good	30	0	20	0	20	28	0	70
55	Rhymney, Pen-y-dre	Average	20	1	10	0	20	4	10	60
56	Senghenydd Kingsley Place	Unknown	0	0	20	0	20	10	0	40
57	Shingrig Road, Nelson	Good	30	4	10	0	20	9	5	65
58	St Mary Street, Bedwas	Average	20	0	20	0	20	0	20	80
59	Stanley Row, Llanbradach	Average	20	3	10	1	10	1	10	50

SiteCode	SiteName	Condition	Condition Weighting	Un-useable Plots		Vacants Plot		Waiting List		Overall Weighting
			Very Good/Excellent= 40; Good/Fairly Good = 30, AVERAGE = 20, Poor = 5	0 = 20, 1 >5 = 10, 6+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0	0 = 20, 1 >5 = 10, 6-10 = 5, 10+ = 0				
60	Tirphil, New Tredegar	Average	20	2	10	4	10	3	10	50
61	Trecastle	Fairly Good	30	0	20	0	20	14	0	70
62	Twyn road Tredomen	Good	30	0	20	0	20	3	10	80
64	Vicarage Lane, Ystrad Mynach	Average	20	0	20	0	20	6	5	65
65	Vicarage, Pengam	Good	30	0	20	0	20	4	10	80
66	West End, Abercarn	Good	30	0	20	0	20	5	10	80
67	William Street Tir y berth	Good	30	0	20	0	20	0	20	90
68	Windyridge, Pontllanfraith	Very Good	40	0	20	1	10	0	20	90
69	Woodfield terrace, Tiryberth	Very Good	40	0	20	1	10	0	20	90
70	Woodfieldside	Very Good	40	0	20	0	20	8	5	85
71	Wyndham Street, Machen	Good	30	4	10	4	10	0	20	70
694	Sengenydd (Woodland Terrace)	Unknown	0							0
698	Abercarn Brett Road	Good	30	0	20	0	20	0	20	90
703	Lower Glyn-Gwyn Street	Good	30	0	20	0	20	6	5	75
705	Machen Ffwrwm Road South	Very Good	40	2	10	0	20	0	20	90
706	Upper Glyn-Gwyn Street	Good	30	0	20	0	20	6	5	75
707	Tredegar Street, Crosskeys	Good	30	0	20	0	20	9	5	75
708	Cobden Street, Crosskeys	Very Good	40	4	10	0	20	0	20	90
710	Charles Street, Trinant	Good	30	0	20	0	20	6	5	75
721	Fleur-de-lys	Very Good	40	0	20	0	20	4	10	90
723	Groveside Road, Oakdale	Average	20	0	20	0	20	6	5	65
724	Pen-Rhiw Bengi Lane/Rhiw Syr Dafydd	Good	30	0	20	0	20	12	0	70
731	Abertridwr Cwm Ceffyl Allotments	Good	30	0	20	0	20	3	10	80
734	Cefn Fforest	Good	30	0	20	0	20	2	10	80
738	Tunnel Row, Newbridge	Good	30	0	20	0	20	0	20	90
740	Wingfield, Llanbradach	Very Good	40	0	20	0	20	9	5	85
742	Penallta allotment	Good	30	0	20	0	20	3	10	80
7997	Aberbargoed (Ty Fry)	Good	30	0	20	0	20	0	20	90

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## CABINET – 17TH JUNE 2015

**SUBJECT: EDUCATION SCHOOLS IMPROVEMENT SERVICE PENSION DEFICIT**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND S151 OFFICER**

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### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to inform Cabinet of the pension deficit arising from the cessation of the Education Schools Improvement Service (ESIS).

### **2. SUMMARY**

- 2.1 The report provides details of the pension liability arising from the cessation of ESIS along with a proposal to fund the one-off payment required to the Rhondda Cynon Taff Pension Fund.

### **3. LINKS TO STRATEGY**

- 3.1 Local Authorities have a duty to fund liabilities arising from membership of the Local Government Pension Scheme.

### **4. THE REPORT**

- 4.1 The Education Schools Improvement Service (ESIS) was a collaborative partnership created on the 1st April 1996 by Caerphilly, Bridgend, Merthyr Tydfil and Rhondda Cynon Taff County Borough Councils.
- 4.2 ESIS provided training and advisory services to the partner Local Education Authorities (LEAs) and schools as well as undertaking inspection work and other services on behalf of public bodies such as ESTYN, the General Teaching Council for Wales and the Welsh Local Government Association. ESIS supported the LEAs and schools in meeting the educational goals set out in the Education Strategic Plan. It provided advice, support and challenge to schools through consultancy, training and review and development activities. The service was a comprehensive one, covering the primary, secondary and special sectors and all areas of the curriculum.
- 4.3 ESIS was wound up on the 31st August 2012 and Caerphilly CBC opted to move to the newly established Education Achievement Service (EAS). Bridgend, Merthyr Tydfil and Rhondda Cynon Taff transferred to an alternative collaborative arrangement called the Central South Consortium.

- 4.4 ESIS was a scheduled body in the Rhondda Cynon Taff Pension Fund and all staff employed in the service were able to elect to join the Pension Scheme. On cessation, the ESIS partners became liable for the pension deficit arising in the RCT Fund. This deficit represents an independent actuarial assessment of the projected shortfall in funding required to meet future pension liabilities for deferred pensions and retired staff in receipt of pensions.
- 4.5 No immediate pension liability arises in respect of the cessation deficit for those Authorities that joined the Central South Consortium as these bodies continue to participate in the RCT Pension Fund. Their share of the deficit is being met via notional transfers within the RCT Fund. The situation differs for Caerphilly as the newly established Education Achievement Service (EAS) is now an admitted body in the Greater Gwent (Torfaen) Pension Fund.
- 4.6 Following the cessation of ESIS, the RCT Pension Fund commissioned their independent actuary to undertake a final valuation of the Pension Fund. Based on the actuary's report, RCT issued an invoice to Caerphilly CBC in September 2014 for £2.084m, which represented Caerphilly's share of the ESIS pension deficit plus interest.
- 4.7 Caerphilly CBC Officers have been involved in discussions with the Greater Gwent (Torfaen) Pension Fund to explore the possibility of the ESIS pension deficit being met by a one-off payment from Caerphilly CBC's pension fund held by Torfaen. This could then be repaid over a period of 25 years, which would be consistent with the approach taken for the Authority's wider pension deficit. Initial advice from the Torfaen Fund, based on limited information available at the time of cessation, indicated that this would be possible. However, it has since transpired that this approach is no longer possible due to the basis on which the pension deficit has been finally apportioned across partners (i.e. pupil numbers).
- 4.8 In light of this, Officers have also explored the possibility of repaying the deficit to RCT over a period of up to 25 years, albeit that this would require revenue budget growth to fund the repayments. However, RCT have recently confirmed that they are only prepared to consider a repayment plan which would require the outstanding balance to be cleared prior to the effective date of the next actuarial valuation of the RCT Pension Fund in April 2017.
- 4.9 The amount outstanding including interest as at the 31st March 2015 has increased to £2.142m. The rate of interest being charged is 5.6%, which has been queried with RCT and is still subject to an on-going dialogue.
- 4.10 A funding proposal has been put together to meet the maximum potential liability of £2.142m as at the 31st March 2015 through a one-off payment to RCT (albeit that the final amount payable may reduce subject to reaching agreement on the interest payable). This proposal is based on the use of existing reserves and provisions, the anticipated Caerphilly CBC share of ESIS reserves and the establishment of a new provision from 2014/15 underspends in Miscellaneous Finance as set out below: -

	<b>£m</b>
<b>Use of Reserves: -</b>	
- Pension Deficit 2012/13	0.530
- Pension Deficit 2013/14	0.500
- Anticipated Share of ESIS Reserves	0.378
<b>Release of Existing Provisions: -</b>	
- ESIS Dilapidations Provision	0.167
- ESIS Lease Provision	0.089
<b>New Provision: -</b>	
- 2014/15 Miscellaneous Finance Underspend	0.478
<b>Total: -</b>	<b>2.142</b>

**Pension Deficit 2012/13 and 2013/14 (£1.030m)** – These are approved sums set-aside in previous years to fund potential shortfalls in pension contributions made by Caerphilly CBC into the Torfaen Pension Fund. Following the most recent actuarial valuation of the Torfaen Fund these sums are no longer required and can be redirected to the ESIS pension deficit.

**Anticipated Share of ESIS Reserves (£0.378m)** – This is Caerphilly CBC's anticipated share of the reserves held by ESIS at the date of cessation. The ESIS final accounts are currently being audited by PricewaterhouseCoopers and this audit is expected to be concluded during the next few weeks.

**Existing ESIS Provisions (£0.256m)** – These provisions were established in respect of potential liabilities arising from the leased premises previously occupied by ESIS. Caerphilly CBC was the lessee of the premises at the point of cessation of ESIS but the Council's Legal Section has now confirmed that there are no outstanding liabilities so these provisions can be released to part-fund the ESIS pension deficit.

**New Provision (£0.478m)** – This new provision will be required to meet the balance required to fully settle the maximum pension deficit liability of £2.142m. The provision can be funded from the 2014/15 revenue budget underspend for Miscellaneous Finance.

## **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, therefore no Equalities Impact Assessment has been carried out.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 As detailed throughout the report.

## **7. PERSONNEL IMPLICATIONS**

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

## **8. CONSULTATIONS**

- 8.1 There are no consultation responses that have not been reflected in this report.

## **9. RECOMMENDATIONS**

- 9.1 Cabinet is requested to: -
- Agree a one-off payment into the RCT Pension Fund to settle the pension deficit for Caerphilly CBC arising from the cessation of ESIS.
  - Approve the funding proposal set out in paragraph 4.10 of the report.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 To fully settle the Authority's ESIS pension liability.

## **11. STATUTORY POWER**

11.1 Local Government Finance Act 1992 and regulations made under the Act.

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Cllr Barbara Jones, Deputy Leader & Cabinet Member for Corporate Services





## CABINET – 17TH JUNE 2015

**SUBJECT: CAPITAL REGION / CITY DEAL**

**REPORT BY: INTERIM CHIEF EXECUTIVE**

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### **1. PURPOSE OF REPORT**

- 1.1 The purpose of the report is to seek agreement from Cabinet to participate in development work around a 'City Deal' proposal for South East Wales.

### **2. SUMMARY**

- 2.1 Members will recall a recent presentation to Council on the 'Cardiff Capital Region', which is one of the Welsh Government's key plans for regenerating the economy in South East Wales.
- 2.2 One emerging idea to help with the implementation of this initiative is that of a 'City Deal' which would be a collaborative approach between the UK Government, Welsh Government and local authorities. This could unlock significant funding, with some estimates being as high as £1 billion, for a package of measures to stimulate the economy and create jobs in the region.
- 2.3 Following a series of meetings between Council leaders in the region there is a proposal for a joint study to develop ideas and funding plans for this initiative. This will require a contribution from each authority.
- 2.4 This represents an opportunity for Caerphilly County Borough to attract investment in a series of projects which could lead to significant job creation and it is recommended that the Council agrees to be party to this arrangement.

### **3. LINKS TO STRATEGY**

- 3.1 Economic Development and regeneration is a priority within the council's own plans and in the multi-agency Single Integrated Plan for the county borough, overseen by the Local Service Board. This proposal would contribute significantly to delivering against these priorities.

### **4. THE REPORT**

- 4.1 Members are aware of the Welsh Government's initiative around 'City Regions'. For the Cardiff Capital Region this embraces the 10 local authority areas in South East Wales. To date this has been led by a Board appointed by the Minister, but that initial process is coming to an end and a decision is expected in the near future as to ongoing governance and leadership arrangements for this project.

- 4.2 The emerging plans for the region include a number of exciting proposals including that of an improved 'Metro' system of transportation. This could include improved rail services, with electrification and possibly even a 'light rail' system which could offer much improved frequencies and journey times for services from the Valleys. Alongside this would be ideas for job creation, skills and training for local people.
- 4.3 One possible means of securing funding for the implementation of some of these projects might be a "City Deal" to support investment to support economic growth across the city-region. City Deals have been introduced in numerous cities across the UK where they have provided up to £2.75bn in funding for improvements in infrastructure and skills to kick-start growth in jobs and income.
- 4.4 A City Deal is an agreement where the national government provides money for cities or city regions to invest in return for a guarantee of economic growth. The aim is to provide a much needed boost to infrastructure investment to support growth in employment and economic output. So far there have been around 30 City Deals across the UK, ranging in size from tens of millions of pounds to larger deals worth more than £2.5bn. The aim of the deal is to support the local economy, which in turn supports the national economy through bigger tax returns and lower costs in terms of supporting those out of work.
- 4.5 In March the Chancellor for the Exchequer announced that a City Deal for South East Wales was in development. The City Deal will offer a huge opportunity to invest on our economy and support the development of the city-region creating jobs and increasing incomes.
- 4.6 Elsewhere City Deals are delivering a wide range of benefits – but the larger City Deals have some very clear outputs for the city-region economies. In Glasgow the City Deal is expected to grow the economy by over £2bn by the mid-2030s, creating 28,000 jobs. In Manchester the impact is expected to be even bigger, creating 37,000 jobs and increasing economic output by £3.6bn.
- 4.7 The area covered by any City Deal is something that is to be determined by the areas themselves. However in South East Wales the City Deal is seen as an opportunity to bring together city-region partners, as well as the Welsh Government, and provide resource to deliver projects together for the 10 local authority areas within city-region.
- 4.8 There are no set rules on which the City Deal money can be spent – other than they need to show a positive impact on the city-region economy. Throughout the UK City Deals have been used to invest in things such as transport, skills and housing.
- 4.9 Across the UK the City Deals have been funded in a variety of ways. Generally a local contribution is expected, though the level of contribution would need to be determined in developing a City Deal proposal.
- 4.10 Following a number of discussions between Leaders of the 10 local authorities, a plan would now need to be developed for the 10 authorities, working with the Welsh Government, to present to the UK Government later this year, outlining a proposal in terms of funding, and what this would mean for the local economy.
- 4.11 The proposal will need to be comprehensive and make a strong case for the investment required, outlining the types of project which will be included, the associated costs and the economic impact of the overall plan. This will require specialist input from a range of disciplines. If we wish to participate then a contribution will need to be made towards the cost of developing this proposal. On a pro rata basis, calculated on the relative size of each authority, the contribution needed from Caerphilly CBC will be £59,989.
- 4.12 These emerging plans for the Capital Region and for the 'City Deal' represent the biggest hope for developing investment plans for the region for the foreseeable period and Caerphilly County Borough cannot afford not to be part of these developments. We are part of a regional economy and a high proportion of our residents already travel to work in other parts of the

region, especially to Cardiff and Newport. Job creation in these areas, especially if we see improved transport links, will in itself be a benefit.

- 4.13 However, by being part of this proposal we will have the opportunity to ensure that investment projects within Caerphilly County Borough are included. We need to have the ability to attract investments and jobs into this area, and being part of the Capital Region and City Deal arrangements will be our best chance of doing so.

## **5. EQUALITIES IMPLICATIONS**

- 5.1 No equality impact assessment has been undertaken on this report as any impact will arise from individual proposals which develop in the scheme as it unfolds.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 There is a cost of £59,989 as a contribution to the development of the proposal. This one off expenditure can be funded from Divisional Reserves.
- 6.2 As the project unfolds individual proposals may require a contribution from all of the parties including the UK Government, Welsh Government and the ten local authorities. There may also be the opportunity to attract significant European funding for some of the projects. Each and every scheme will need to be evaluated and agreed individually as appropriate by the council in the same way as any other financial commitment of the council.

## **7. PERSONNEL IMPLICATIONS**

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

## **8. CONSULTATIONS**

- 8.1 All consultation responses have been reflected in this report.

## **9. RECOMMENDATIONS**

- 9.1 Cabinet is requested to agree to contribute £59,989 towards the development of a City Deal proposal for the reasons outlined in the report, utilising Divisional Reserves.

## **10. REASONS FOR THE RECOMMENDATIONS**

- 10.1 To enable the council to participate in this exciting initiative for regeneration for the south-east Wales region.

## **11. STATUTORY POWER**

- 11.1 Wellbeing Powers, Local Government Act 2000.

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