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(Tel: 01443 864245 Email: barrerm@caerphilly.gov.uk)

Date: 9th September 2015

Dear Sir/Madam,

A meeting of the **Regeneration and Environment Scrutiny Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 15th September, 2015** at **5.30 pm** to consider the matters contained in the following agenda.

Yours faithfully,

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

Chris Burns
INTERIM CHIEF EXECUTIVE

A G E N D A

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.	
To approve and sign the following minutes: -	
3 Regeneration and Environment Scrutiny Committee - 30th June 2015 (minute nos 1 - 12).	1 - 10

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



4 Consideration of any matter referred to this Committee in accordance with the call-in procedure.

5 To receive a verbal report by the Cabinet Member(s).

6 To receive and consider the following Cabinet reports*: -

1. Proposed Public Spaces Protection Orders at Bargoed, Blackwood, Nelson and Caerphilly Bus Stations (including Caerphilly Train Station Area) and Various Bus Shelters - 29th July 2015.

** If a member of the Scrutiny Committee wishes for any of the above Cabinet reports to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 a.m. on Monday, 14th September 2015.*

To receive and consider the following Scrutiny reports:-

- | | | |
|----|--|---------|
| 7 | Bute Town Conservation Area Appraisal and Conservation Area Management Plan (CAA and CAMP) Final Draft 2015. | 11 - 14 |
| 8 | Local Development Plan 2015 Annual Monitoring Report. | 15 - 24 |
| 9 | Update on Road Safety Delivery in Caerphilly County Borough. | 25 - 32 |
| 10 | Consideration of Implementing 20mph Speed Limits in Caerphilly County Borough. | 33 - 42 |
| 11 | To record any requests for an item to be included on the next available agenda. | |

To receive and note the following information items*:-

- | | | |
|----|--|---------|
| 12 | Demographic Overview of CCBC Leisure Centre Users. | 43 - 50 |
| 13 | Bryn Compost Liaison Group Minutes - 12th May 2015. | 51 - 56 |
| 14 | Voluntary Sector Liaison Committee Minutes - 17th June 2015. | 57 - 66 |
| 15 | Bargoed Town Centre Management Group Minutes - 3rd June 2015. | 67 - 72 |
| 16 | Blackwood Town Centre Management Group Minutes - 5th June 2015. | 73 - 76 |
| 17 | Caerphilly Town Centre Management Group Minutes - 9th June 2015. | 77 - 82 |
| 18 | Risca Town Centre Management Group Minutes - 30th June 2015. | 83 - 86 |

19	Ystrad Mynach Town Centre Management Group Minutes - 14th July 2015.	87 - 90
20	Summary of Members' Attendance - Quarter 1 - 15th May 2015 to 30th June 2015.	91 - 94
21	Regeneration and Environment Scrutiny Committee Forward Work Programme.	95 - 98

** If a member of the Scrutiny Committee wishes for any of the above Information Items to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 am on Monday, 14th September 2015.*

Circulation:

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

And Appropriate Officers

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON
TUESDAY, 30TH JUNE 2015 AT 5.30 P.M.

PRESENT:

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

Councillors:

M. Adams, J. Bevan, Mrs A. Blackman, C.J. Cuss, N. Dix, C. Elsbury, Ms J.G. Jones, S. Kent,
Mrs P. Leonard, M.J. Prew, Mrs D. Price, Mrs E. Stenner

Cabinet Members:

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

Together with:

M.S. Williams (Head of Community and Leisure Services), G. Parry (Highway Operations
Group Manager), J. Lougher (Sport and Leisure Development Manager), T. White (Waste
Strategy and Operations Manager), H. John (Principal Waste Management Officer), A. Price
(Interim Deputy Monitoring Officer) and R. Barrett (Committee Services Officer)

Also present:

Councillor H. David (St. Cattwg Ward), Mr T. Brockett (Local Resident), G. Woods (Rugby
Development Manager - Welsh Rugby Union)

1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R.W. Gough.

2. DECLARATIONS OF INTEREST

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

3. MINUTES – 19TH MAY 2015

RESOLVED that the minutes of the Regeneration and Environment Scrutiny Committee meeting held on 19th May 2015 (minute nos. 1 – 14) be approved as a correct record and signed by the Chair.

4. CALL-IN PROCEDURE

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

5. REPORT OF THE CABINET MEMBERS

The Scrutiny Committee received verbal reports from Cabinet Members K. James, T.J. Williams and N. George.

Councillor N. George presented his first report in his capacity as Cabinet Member for Community and Leisure Services. Councillor George informed Members that he attended the official opening of the Project Gwyrdd energy recovery plant at Trident Park on Monday 22nd June. The company have also opened an education centre so that partner authorities can organise school visits for pupils to learn about the process used to recover energy from waste.

Councillor George also attended the Caerphilly Legacy Games at the National Indoor Athletics Centre, Cardiff on 24th June 2015. This annual event has been held since the London Olympics in 2012 and is used to promote a wide range of sports at all abilities to school children. The event promotes a full range of Olympic sports and allows pupils to trial each sport with a qualified coach, and in some cases with athletes that have competed at a high level. The event is supported by local primary schools and represents a valuable learning experience for pupils.

Members were informed of the success of the annual Caerphilly 10K race, which was held on Sunday 21st June 2015 and enjoyed its highest participation level to date. There were approximately 370 entrants in the Children's 2K race and 2300 entrants in the main 10K event. Once again the weather was fine, which contributed to a very successful event.

The Cabinet Member was thanked for his report and the Chair invited questions from the Committee. Members were pleased to note the success and organisation of the Caerphilly 10K event. Reference was made to the recent Velothon cycling event and the Chair advised that as this event was not organised by Caerphilly Council, it would therefore not be an appropriate topic of discussion for the Scrutiny Committee.

Councillor K. James, Cabinet Member for Regeneration and Planning, informed Members of the success of the recent National Urdd Eisteddfod 2015 held at Llancaiach Fawr Manor, which is the largest youth festival in Europe and the largest event ever held at the Manor. 88,607 visitors attended the Eisteddfod between 25th-29th May 2015 and over 4000 people also visited the Manor House as part of the festival. The feedback from the Urdd organisers and the visitors was overwhelmingly positive and appreciative of all the efforts made by the staff of Llancaiach Fawr to welcome and look after the visitors and to support the Urdd Eisteddfod.

Members were informed that Liberty, a company set up by pupils from Lewis Girls School, represented Caerphilly, Blaenau Gwent and Torfaen at the Young Enterprise Wales Final in Cardiff on 15th June 2015, having won the area final in March. They scooped the prize for best product (decorative ware) and just missed out on becoming the overall winners. Members were pleased to note this achievement and the Cabinet Member confirmed that the

pupils had been invited to attend the Mayor's Parlour at Penallta House in recognition of their efforts.

Councillor T.J. Williams, Cabinet Member for Highways, Transportation and Engineering, presented his report and advised Members that a 12-week public consultation on Active Travel is underway, in order to comply with the statutory duties under the Active Travel Act. The consultation is an opportunity for the public to determine if the first Existing Active Travel Routes map for Caerphilly County Borough is fit for utility journeys (those journeys made to school or work, or for access to shops or services). Active Travel does not include journeys purely made for recreation or social reasons and only applies to certain areas of the County Borough. Further details are on the Council's website and available in libraries and the Cabinet Member encouraged wide participation in the consultation process. The results of the consultation will be reported to Members at a future Scrutiny Committee meeting.

The Highways Operations Group are about to commence a three month trial of a Multihog (a single-operator utility vehicle for use in a wide range of maintenance tasks) which will make a significant contribution to efficiency, quality, health and safety and cost savings. This will be in addition to the purchase of a Velocity Patcher (a single operator vehicle for efficient and effective pot-hole repairs), which is due for delivery in the autumn.

The Engineering Projects Group has recently invited tenders for major junction improvement works at Pwllypant roundabout, Caerphilly. Tenders are due back in late July with a programmed contract start date of mid-September pending Welsh Government approval.

Discussion of the Cabinet Member's report ensued and a query was raised as to the introduction of addition road-merging signage. The Cabinet Member advised that he would be meeting relevant Officers with a view to implementing improved signage. A Member queried the routes outlined in the Active Travel Plan and was referred to the Traveline service for comprehensive information on all available travel routes. A query was also raised in respect of an estimated completion date for the Pwllypant roundabout works, and the Cabinet Member confirmed that he would advise Members of the date following consultation with Officers.

The Cabinet Members were thanked for their reports.

6. CABINET REPORTS

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

REPORTS OF OFFICERS

Consideration was given to the following reports.

7. SECONDARY SCHOOL RUGBY PROVISION WITHIN CAERPHILLY COUNTY BOROUGH

At the Regeneration and Environment Scrutiny Committee meeting of 31st March 2015, a request was received for a report to outline the current provision for secondary school rugby within the county borough.

Mark S. Williams (Head of Community and Leisure Services) and Jared Lougher (Sport and Leisure Development Manager) were in attendance to present this report, together with Greg Woods, a representative of the Welsh Rugby Union (WRU). It was agreed that Mr Woods would deliver his presentation first, prior to consideration of the Officer's report.

With the aid of a slideshow presentation, Mr Woods outlined the collaborative working between CCBC and the WRU. As of June 2015, there are three sets of partnerships in place; a Lead Officer for rugby within the CCBC Sport Caerphilly Team, a partnership agreement with the CCBC Centre for Sporting Excellence in Ystrad Mynach, and a number of School Club Hub agreements.

The WRU School Club Hub programme is a three-year programme which commenced its roll-out across secondary schools in Wales in September 2014 as part of the WRUs strategic plan to increase rugby participation within schools and strengthen links to clubs. CCBC currently has two schools involved in the programme (Lewis School Pengam and Newbridge School), with a further four sites identified for the September 2015 roll-out (Coleg Gwent Crosskeys, together with Bedwas, Heolddu and St. Cenydd Comprehensive Schools). It is hoped that this programme will be extended to further schools in the future. Members were encouraged to relay details of any other CCBC schools who might be interested in participating.

Mr Woods outlined the rugby club landscape within the county borough and highlighted the success of local rugby clubs at a Premiership level (Bedwas RFC and Crosskeys RFC) and Championship level (Bargoed RFC and Newbridge RFC). Members were shown a table which listed all the rugby clubs in the county borough and used a 'traffic light' system to indicate the presence of mini/junior sides within each club. A comparative table showing the key trends across the Gwent area in respect of mini and junior rugby playing numbers showed that Caerphilly was increasing year on year and had almost three times as many players registered in 2015 (2287) compared to the next leading local authority.

Discussion of the presentation ensued and Mr Woods responded to queries regarding implications of future funding cutbacks on the collaboration and the involvement of Sport Caerphilly in promoting the scheme. Reference was made to the lack of mini and junior sides within some local clubs and Mr Woods highlighted the difficulties faced in establishing these teams (in that children often join the nearest neighbouring rugby club where there is no established mini/junior side in their home town). He suggested that interested clubs could form an under-7s and under-8s side and then expand through other age ranges once the teams were established within the league.

Members discussed the School Club Hub programme and the difficulties in attracting players to make up sufficient numbers for secondary school teams, and Mr Woods outlined the benefits of the scheme to participating schools, with it hoped that it would encourage more pupils to engage in sports-related activities. A full-time rugby officer based in each participating school will offer coaching support through a range of rugby-centred activities. Mr Woods also outlined the partnership working between the schools and their associated rugby clubs, and the rugby qualifications that would be cascaded via the programme.

A Members queried the financial implications of the programme and Mr Woods explained how the funding process is managed and allocated. Council Officers highlighted the benefits of the programme in that it is intended to engage more young people to increase levels of physical activity as part of a healthy lifestyle.

The Officer's report was then presented to Members, which outlined details of the current secondary school provision for rugby and the future plans for the development of rugby in partnership with the WRU through collaborative working. In addition to the School Club Hub programme detailed by Mr Woods, a rugby development plan between CCBC and the WRU ensures that the offer of school rugby is joined up and avoids duplication. Partnership meetings are held on a monthly basis and performance is regularly reviewed, with progress evaluated against outcomes. Officers explained that it was intended for this collaborative partnership to continue whilst funding remained available.

Officers also outlined the other collaborative approaches between CCBC and the WRU, including the promotion of rugby via the Welsh Government's 5x60 programme, working with rugby clubs via the School Club Link approach, and one-off events to promote key messages

and the importance of participating in sport and physical activity (such as the annual Disability 6 Nations rugby event).

Mr Woods and the Officers were thanked for their presentations, and it was agreed that a copy of the WRU presentation would be circulated to Members.

Following consideration of the report, Members noted the collaborative approach through effective partnership working to progress the development of rugby within the county borough.

8. APPORTIONMENT OF HIGHWAY MAINTENANCE BUDGET 2015/2016

Graham Parry (Highway Operations Group Manager) presented the report, which provided details of the proposed apportionment of the highway maintenance budget for 2015/2016.

The 2015/2016 budget totals £7,910,771, and full details of the proposed budget apportionment were listed in Appendix 1 of the report. The budget is split into the following areas: structural maintenance, safety maintenance, severe weather maintenance, street lighting, and other general maintenance. This budget incorporates the Medium Term Financial Plan (MTFP) budget savings for 2015/16 as agreed at Council on 25th February 2015. The £2,028,375 street lighting allocation is inclusive of £1,389,550, which could be subject to further energy savings if investment can be found to replace existing lamps with LED units.

The 2015/2016 capital budget allocation, totalling £3,132,000 was detailed in Appendix 2 of the report, of which £700,000 relates directly to highway resurfacing. Further details of this, together with the other schemes/programmes to which the capital budget allocation relates, were included in the remaining appendices to the report.

Members were asked to note that the Local Government Borrowing Initiative (LGBI) funding (for additional works such as carriageway reconstruction, highway resurfacing, footway resurfacing and bridge strengthening schemes) has now come to an end, and has reduced the capacity for pro-active planned works and schemes, which will lead to an increase in reactive works to repair roads and pathways on an ad-hoc basis.

Reference was made to the winter maintenance/severe weather portion of the budget which has been maintained at the 2014-15 level of £1.14m, as part of measures to protect this fundamental service area from savings. Members were advised that an additional contingency fund will be established to be used for extreme weather events and will be funded from any under-spend in that identified from winter maintenance of the Highways Operation Group accounts at financial year-end, and will be capped at £500,000.

Officers explained that the ongoing strategy is to actively achieve the most effective highway management arrangements to maximise planned works and reduce reactive maintenance, where appropriate, whilst ensuring the safety of highway users. This is directly challenged by significant anticipated cuts to the revenue budget over the next three years which will inevitably compromise the current level of service provided. In order to maintain the highway to an acceptable standard during this period of reduced funding, alternate strategies are being more widely utilised. These include preventative maintenance techniques and the use of new technology (such as the previously mentioned Multihog and Velocity Patcher machines).

During the course of the ensuing debate, Members sought clarification on details of the street lighting apportionment within the budget report, specifically in regards to innovative technology such as CMS and LED lighting, which has been identified as a zero allocation. Officers explained that this was not indicative of the Council's plans for this area in that such funding originated from another revenue stream, and it was agreed Officers would send Members further budgetary information regarding the installation of LED lighting. Officers also responded to general queries in respect of planned carriageway, footway and cycleway maintenance.

Officers confirmed that the overall highway maintenance budget had been reduced by £850,000 for 2015/2016, with the main reductions being within planned and reactive maintenance. As it is essential to maintain a balance and prioritise certain areas of maintenance, priority will be given to drainage and essential maintenance works, which will be augmented by the capital budget. A query was raised regarding the potential savings of the new technology and it was explained that the Velocity Patcher would cover its costs within 3 years, with potential for another 6-7 years of service after that time, and would also reduce associated labour costs. Members expressed an interest in viewing the results of the potential savings following the financial year end.

Following consideration of the report, Members noted its contents and the proposed apportionment and strategy of the highway maintenance budget for 2015/2016. It was noted that the Head of Engineering Services would be responsible for any appropriate decision-making that will be required during the financial year, in conjunction with Highway Managers.

9. CIVIC AMENITY/HOUSEHOLD WASTE RECYCLING CENTRE REVIEW - REVIEW OF THE EFFECTS OF POLICIES AND PROCEDURES LINKED TO MEDIUM TERM FINANCIAL PLAN SAVINGS

Mark S. Williams (Head of Community and Leisure Services) together with Tony White (Waste Strategy and Operations Manager) and Hayley John (Principal Waste Management Officer) were in attendance to present the report.

The Chair advised that two requests had been received from local residents to address the Scrutiny Committee regarding Civic Amenity/Household Waste Recycling Centre policies and procedures. The first request was addressed prior to presentation of the Officer's report.

It was explained by the Chair that he had received a request from Mr Prosser to address the Scrutiny Committee but as he was subsequently unable to attend the meeting, he had requested that a statement be read out on his behalf. The statement referred to the current Civic Amenity/Household Waste Recycling Centre policy in respect of the two-hour timeslots allocated to tipping permits. In his statement, Mr Prosser asked for the Scrutiny Committee to consider a modification to the policy to remove the allocation of timeslots for permit use.

Discussion took place on the matter and Officers explained that there is already an element of discretion afforded to such instances and that it is stated on the permit that residents can contact the Council should they experience a problem with the allocated timeslot. It was confirmed that the Council had received very few complaints regarding this policy and had granted discretions to all requests received to date. Officers also clarified details of the processes involved in the allocation of timeslots.

Following discussion of Mr Prosser's request, Members unanimously agreed that Officers would write to Mr Prosser to advise him of the discretions available regarding missed timeslots.

The Head of Community and Leisure Services then presented the report, which advised Members of the effects of the Civic Amenity/Household Waste Recycling Centre policies and procedures on Medium Term Financial Plan (MTFP) savings and outlined their impact on recycling performance.

Members were reminded that as part of the Authority's MTFP, there have been two changes to the Civic Amenity/Household Waste Recycling Centre policy as agreed by full Council. Since October 2014, van and trailer use has been restricted to prevent the illegal and free deposit of commercial waste, with a permit scheme introduced for county borough residents. In addition (since April 2015) all household waste recycling centres are now closed for one day each per week. It is anticipated that these closures will achieve the £50,000 saving in 2015/16 as set out in the MTFP.

Officers confirmed that following a review of the van and trailer restriction scheme between October 2014 and March 2015, there has been an overall reduction in tonnage of approximately 3000 tonnes compared to the same period in 2013/14, which has generated significant savings of £270,000 over the past 6 months.

Members' attention was directed to Section 4.2 of the report, which outlined a series of amendments to the permit scheme in response to customer feedback. These have either now been implemented or are awaiting further development, and include amendments to the website layout, bilingual availability of the permit, amendments to allow for borrowed vehicles, amendments to allow residents to obtain a permit for same-day use, further detail on waste type to be included on the permit, and amendments to the system to allow a nominated person to dispose of waste from another person's property within the county borough.

It was anticipated that these amendments would alleviate the majority of complaints currently received from residents seeking to obtain a permit. Members were advised that several complaints had been received from residents who own vehicles exceeding the permitted sizes, but that if this restriction was amended, there could be an increase in throughput and potential misuse, and would require further IT development.

The Chair thanked the Head of Community and Leisure Services for his report, and invited Councillor Hefin David to address the Committee on behalf of a local resident (Mr Tony Brockett).

Councillor David referred to evidence which had been collated by Mr Brockett regarding the Civic Amenity/Household Waste Recycling Centre policy. A copy of this paperwork was tabled at the meeting. Councillor David explained that Mr Brockett felt that the current 1.8metre limit for trailers was too restrictive as many residents are likely to use trailers of greater length for domestic waste. A photograph of Mr Brockett's own trailer, measuring 2.1metres, was included in the evidence tabled to the Committee.

Councillor David referred to the customer feedback and subsequent amendments detailed in the report and explained that they did not include the issues raised by Mr Brockett. He also referred to Section 4.2.3 of the report which stated that larger vehicles are commonly associated with commercial activity, and he explained that this was not the case with Mr Brockett, who wished to use his trailer for residential waste. Mr Brockett had also collated comparative practices from a number of other authorities which exceeded the trailer restrictions imposed by Caerphilly Council. It was therefore requested by Mr Brockett that the Scrutiny Committee move an amendment *"to allow the use of a single axle trailer designed for domestic use, un-braked, and can only carry a maximum load of 550kg and be towed by the ordinary family car. Checks can be made on side and retroactive enforcement carried out where it is clear that the trailer is being used for non-domestic purposes"*.

The Chair reminded those present that as the Scrutiny Committee did not have decision-making abilities, they would only be able to make a recommendation to Cabinet in respect of the requested amendment.

The Head of Community and Leisure Services responded to the issues raised by Councillor David on behalf of Mr Brockett and explained that a relaxation of the current policy could lead to a reoccurrence of the commercial waste issues previously experienced by civic amenity sites. He also explained that retroactive enforcement would be a very difficult process to administer and it was more proactive to utilise the new policy in operation.

Discussion of Mr Brockett's request ensued and a Member queried whether a Notice of Motion would be a more appropriate course of action in respect of amendments to the policy. The Chair confirmed that the Committee were permitted to make a recommendation to Cabinet in the first instance if they were minded to do so. A Member voiced concern that if the size of permitted trailers was increased, then this could encourage additional requests to increase the size even further. In response to a Member's query, Officers confirmed that a

2.1metre trailer was of sufficient size to transport commercial waste, and explained that there could be significant cost implications to introduce an increased permitted trailer size. Discussion also took place regarding the disposal of large volumes of garden waste and Officers confirmed that there was a chargeable collection service available to residents as an alternative.

Following consideration of Mr Brockett's request, it was moved and seconded that the status quo in respect of the current trailer size (none permitted greater than 1.8metres in length) be maintained. By a show of hands (and in noting there was 1 abstention), this was agreed by the majority present.

Councillor David extended his thanks to the Scrutiny Committee for allowing him to make his representations, and he and Mr Brockett, who had been sat in the public gallery, left the meetings at this point.

Consideration of the report ensued and Officers responded to general queries regarding amendments to the permit scheme, the types of vehicles permitted under the new policy, the calculation of tonnage levels and the processes used by the Authority to meet Welsh Government recycling targets. Concerns were also raised regarding fly-tipping instances since the introduction of the van permit scheme. Officers explained that there had been an increased in fly-tipping outside the gates of some Household Waste Recycling Centres on the day of site closure, despite signage outlining the nearest open site and CCTV warnings. It was explained that if this persists then further enforcement actions will be considered, in addition to those already carried out against identified offenders.

Further discussion took place regarding the permit scheme and the allocation of timeslots. Members were advised that residents are entitled to 6 permits within a 12 month period, and as yet, the maximum allocation had not been reached. Officers also explained that the timeslots were used as an effective method of managing demand at civic amenity sites and as public awareness of the new policy was increasing, the Council were experiencing a subsequent decrease in queries. In addition, amendments to the system had also been introduced to provide greater flexibility by allowing residents to obtain a permit for use on the same day (previously a minimum of 1 day's notice had been required).

Following consideration of the report, and by a show of hands and the majority present (and in noting there was 1 abstention) Members supported the continuation of the van permit scheme with the modifications outlined at the meeting and listed in 4.2.1 of the report, together with the continuation of the 1 day per week closures at Civic Amenity/Household Waste Recycling Centres

10. IMPROVEMENT OBJECTIVE NO. 4 - IMPROVE AWARENESS, ACCESS, VARIETY AND USE OF LEISURE, COMMUNITY AND SPORTING FACILITIES

The report provided a review of performance for Improvement Objective No. 4 (Improve awareness, access, variety and use of leisure, community and sporting facilities), including a summary of progress made during 2014/15 and identification of areas that require further focus.

The intention of this Improvement Objective was to improve the sporting and leisure facilities across the county borough, and increase the use of these facilities by encouraging residents to become more active. The Improvement Objective was chosen because it was recognised that being physically active is an important part of leading a healthy lifestyle, and improving sport and leisure facilities and finding innovative ways to encourage residents to use the facilities on offer is one method of supporting residents to lead healthier active lives. There is also evidence to prove that active lifestyles can improve educational attainment and tackle social issues by transforming the lives of communities, particularly those in areas of deprivation.

There has been positive progress against most of the actions in the Improvement Objective, which were outlined in detail within Appendix 1 of the report. The report outlined the significant progress achieved in improving facilities and increasing levels of participation, and also recognised that more work is required, within current resource constraints. Officers explained that this Improvement Objective has not been re-selected for 2015/16 and therefore this would be the final report in respect of this area.

During the course of the ensuing debate, Officers responded to general queries in respect of key performance indicators and agreed to provide a report to the next meeting regarding the age profile of leisure centre users and a breakdown of the activities typically undertaken.

Members noted the contents of the report and the progress achieved against Improvement Objective No. 4 for 2014/15.

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

Arising from a query raised by Councillor C. Elsbury, it was agreed that a report detailing the age profile of leisure centre users and a breakdown of the activities typically undertaken would be provided at the next meeting of the Regeneration and Environment Scrutiny Committee.

12. INFORMATION ITEMS

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

- (1) Revenue Budget 2015/2016 Environment Directorate;
- (2) Caerphilly Local Access Forum Minutes - 13th March 2015;
- (3) Ystrad Mynach Town Centre Management Minutes - 7th April 2015;
- (4) Summary of Members' Attendance - Quarter 4 - 1st January 2015 to 14th May 2015.

The meeting closed at 7.34 pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 15th September 2015, they were signed by the Chair.

CHAIR

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

**SUBJECT: BUTE TOWN CONSERVATION AREA APPRAISAL AND CONSERVATION
AREA MANAGEMENT PLAN (CAA AND CAMP) FINAL DRAFT 2015**

REPORT BY: INTERIM CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek the views of Members on proposals to adopt the Bute Town Conservation Area Appraisal and Conservation Area Management Plan 2015 (CAA & CAMP) as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (LDP) prior to its presentation to Cabinet and Council.

2. SUMMARY

- 2.1 Bute Town was first designated a Conservation Area on 20th October 1972. An Article 4 Direction for Bute Town has also been in place since 23rd April 1979 (confirmed 31st December 1979 by the then Welsh Office).
- 2.2 As a consequence of work associated with the bid for Heritage Lottery Funding for Butetown, the Conservation Area has been reassessed; and on the 11th February 2015 the Planning Committee resolved to extend and re-align the Conservation Area. They further resolved to replace the Article 4 Direction with a new, extended Article 4(2) Direction boundary, for the proper and sustainable management of the historic environment.
- 2.3 A Conservation Area Appraisal and Management Plan (CAA & CAMP) for Bute Town has now been produced which reflects the updated Conservation Area Boundary and this report seeks approval to adopt this as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (LDP).

3. LINKS TO STRATEGY

- 3.1 The Caerphilly County Borough Council Local Development Plan up to 2021 (Adopted Nov 2010) is the statutory framework for the development and use of land in the county borough. It seeks to reconcile the development needs of the population with the wider environmental concerns for the conservation of the man made and natural environment. The Key Objectives of the LDP of relevance are to:-

22 Maintain the vitality, viability and character of the County Borough's town and village centres and re-establish them as a focus for economic activity and community pride.

23 Maintain, enhance and develop a hierarchy of town and village centres which are easily accessible, and which meet the needs of all sections of the population.

24 Protect and enhance the overall quality of the historic natural and built environment of the County Borough.

- 3.2 Bute Town is an important 'Gateway' to the County Borough. The settlement has a high profile both in terms of its heritage importance and its strategic location, just south of the Heads of the Valleys Road.

The Welsh Government has several objectives, which include:-

- Enhancing the historic environment,
- Safeguarding historic buildings, and
- Ensuring that conservation areas are protected and enhanced.

- 3.3 Under Section 69(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the local planning authority has a duty to determine from time to time, which parts of their area are of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance, and to 'designate those areas as conservation areas.'

- 3.4 In addition, under Section 69(2) of the Act it is also the duty to review those parts that have been designated conservation areas under this section to establish whether the conservation area should be varied or cancelled as a result of such reviews.

4. THE REPORT

Background

- 4.1 Bute Town was first designated a Conservation Area on 20th October 1972. An Article 4 Direction for Bute Town has also been in place since 23rd April 1979 (confirmed 31st December 1979 by the then Welsh Office).
- 4.2 As a consequence of work associated with the bid for Heritage Lottery Funding for Butetown, the Conservation Area has been reassessed; and on the 11th February 2015 the Planning Committee resolved to extend and re-align the Conservation Area. They further resolved to replace the Article 4 Direction with a new, extended Article 4(2) Direction boundary, for the proper and sustainable management of the historic environment.
- 4.3 A Conservation Area Appraisal and Management Plan (CAA & CAMP) for Bute Town has now been produced which reflects the updated Conservation Area Boundary and this report seeks approval to adopt this as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (LDP).
- 4.4 The CAA and CAMP have been derived from consultation with the residents of Butetown and the surrounding area. The results of the consultation were appended to the Committee Report that was considered by the Planning Committee on 11th February 2015.
- 4.5 There is now a need to formally adopt the Bute Town Conservation Area Appraisal & Conservation Area Management Plan (2015) as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (November 2010). Once adopted this will supersede the 'Bute Town Conservation Area Design Guide' and 'Bute Town Conservation Area Enhancement Plan (August 2005).'

5. EQUALITIES IMPLICATIONS

- 5.1 An EIA screening has been completed in accordance with the Council's Strategic Equality Plan and supplementary guidance. No potential for unlawful discrimination and / or low level or minor negative impact has been identified, therefore a full EIA has not been carried out.

6. FINANCIAL IMPLICATIONS

- 6.1 None

7. PERSONNEL IMPLICATIONS

7.1 None.

8. CONSULTATIONS

8.1 All comments have been taken into account in the Committee Report.

9. RECOMMENDATIONS

9.1 To recommend to Cabinet and thereafter Council that the Bute Town Conservation Area Appraisal and Conservation Area Management Plan 2015 (CAA & CAMP) be formally adopted as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (LDP).

9.2 To recommend to Cabinet and thereafter Council that the 'Bute Town Conservation Area Design Guide' and 'Bute Town Conservation Area Enhancement Plan (August 2005)' be consequently cancelled.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To enable the Bute Town Conservation Area Appraisal and Conservation Area Management Plan 2015 (CAA & CAMP) to be used as supplementary planning guidance to the Caerphilly County Borough Local Development Plan up to 2021 (LDP).

11. STATUTORY POWER

11.1 S. 69(1), 69(2) & S. 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Author: Patricia Martin, Principal Conservation & Design Officer
Consultees: Pauline Elliott, Head of Regeneration and Planning
Tim Stephens, Group Manager, Development Management
Rhian Kyte, Team Leader, Strategic and Development Planning
Allan Dallimore, Team Leader, Urban Renewal

Background Papers:

Bute Town Conservation Area Appraisal & Bute Town Conservation Area Management Plan (CAA & CAMP) Final Draft 2015

Bute Town Conservation Area Appraisal & Conservation Area Management Plan Final Draft 2015 has been made available in the Members' Resource Library.

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

SUBJECT: LOCAL DEVELOPMENT PLAN 2015 ANNUAL MONITORING REPORT

REPORT BY: INTERIM CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 For members to consider the findings and recommendations of the Caerphilly County Borough Local Development Plan 2015 Annual Monitoring Report (AMR).
- 1.2 To recommend that the 2015 Annual Monitoring Report be approved by Cabinet and thereafter Council.
- 1.3 To recommend to Cabinet and thereafter Council that the 2015 Annual Monitoring Report be submitted to the Welsh Government (WG) in order to satisfy the Council's statutory requirements
- 1.4 Glossary of terms used in this Report

LDP	Caerphilly County Borough Local Development Plan up to 2021 (Adopted November 2010)
Replacement LDP	Caerphilly County Borough Replacement Local Development Plan up to 2031
2015 AMR	Caerphilly County Borough Local Development Plan 2015 Annual Monitoring Report
WG	Welsh Government
SEA/SA	Strategic Environmental Assessment /Sustainability Appraisal
CIL	Community Infrastructure Levy

2. SUMMARY

- 2.1 It is a statutory requirement that the Council submits an Annual Monitoring Report to the Welsh Government that monitors whether or not the LDP is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP Strategy, or any the Strategy Policies are not being implemented and if they are not identify steps to rectify this.
- 2.2 This is the fourth AMR to be prepared for Caerphilly County Borough Local Development Plan up to 2021 (LDP) and it monitors the period from 1st April 2014 to 31st March 2015. The Council is required to submit the 2015 AMR to Welsh Government by the 31st October 2015.
- 2.3 Monitoring of the plan for 2014/15 indicates that one new Strategy Policy has been triggered, specifically SP4 Settlement Strategy. Specifically monitoring indicates that one of the five Principal Towns vacancy rates exceeded 20% for the first time during this monitoring period.

- 2.4 The 2015 AMR also includes the results of the SEA/SA monitoring, which is required by the SEA Directive and national guidance. The SEA/SA monitoring found an overall positive change in the state of the environment, meaning that the environmental position has improved slightly since the adoption of the LDP in 2010.
- 2.5 The 2015 AMR is also required to include information relating to 12 mandatory indicators, which are specified by Welsh Government. These indicators are included in Section 6 of the 2015 AMR.
- 2.6 An overview of the LDP Monitoring Data for the 2015 AMR provides an interesting insight into the implementation of the LDP over the monitoring period. Of particular note for 2014/15 is the following:
- The annual house-building rate increased slightly from 344 in 2013 to 351 dwellings in 2014 and to 414 dwellings in 2015.
 - The housing land supply figure decreased from 2.9 in 2013 to 2.5 years in 2014 and to 1.9 in 2015 using the Welsh Government preferred residual method.
 - To date 4052 units (49% of the total housing requirement) has been delivered.
 - The average house price increased from £94,272 in 2014 to £98,881 in 2015.
 - Unemployment rose from 8.4% to 8.6%.
 - The number of residents in employment decreased from 78,700, to 76,600.
 - There was a general drop in commuting rates as a percentage of all commuting both in terms of out commuting for work (36% to 30%) and out commuting generally from 50% to 49%.
 - Vacancy rates in the Principal Towns of Caerphilly and Risca/Pontymister decreased over the period whereas vacancy rates in, Blackwood and Bargoed increased. Vacancy rates in Ystrad Mynach remained the same.
 - Footfall in the Principal Town Centres in general increased.
 - Customer satisfaction with the countryside recreation on offer in the county borough was sustained at 83%.
 - The use of aggregates within the construction industry continued to fall.
- 2.7 For the first time the AMR also provides information on the implementation of the Community Infrastructure Levy, which was introduced in the county borough on the 1st July 2014.
- 2.8 As CIL was only introduced on the 1 July 2014, only planning applications approved after that date would be CIL liable and further, only those that have commenced on site would have generated income. Unsurprisingly therefore, no income was raised in the monitoring period 1 April 2014 to 31 March 2015 and consequently no schemes have been undertaken.
- 2.9 The 2015 AMR concludes that substantial progress has been made in implementing the Caerphilly County Borough Local Development Plan up to 2021. However it is important to note that the 2013 AMR triggered the first review of the LDP in October 2013 as a consequence of its findings. These issues remain the same for the 2015 AMR.
- 2.10 The lack of a five-year land supply is a matter of concern that needs to be addressed, as the evidence available indicates that it is unlikely that this position will improve in the next few years. There could be a need to release limited greenfield sites in the short term to address the supply issue. The review of the LDP will further address the land supply issue through the allocation of sites that are capable of being delivered in viable parts of the county borough.
- 2.11 The 2015 AMR recommendation is therefore as follows:

Recommendations

- R1** *The 2015 Annual Monitoring Plan has indicated that substantial progress has been made over the plan period in implementing the Caerphilly County Borough Local Development Plan up to 2021.*

R2 *The 2015 Annual Monitoring Report has indicated that there is a continuing need to release limited greenfield sites in the short term to address the lack of a five year housing land supply.*

3. LINKS TO STRATEGY

- 3.1 The Council has a statutory duty to prepare and review a Local Development Plan for its area to provide the policy framework for the development and use of land within the County Borough. On 23 November 2010, the Council formally adopted the Caerphilly County Borough Local Development Plan up to 2021(LDP) and has since been monitoring the progress of the plan through its Annual Monitoring Report (AMR).
- 3.2 The submission of the 2015 AMR to Welsh Government is a statutory procedure associated with the Adopted LDP. The LDP has, through its preparation, incorporated the Council's land use objectives and the AMR monitors whether the LDP, and therefore the Council's Land Use Objectives, are being successfully implemented.

4. THE REPORT

Background

- 4.1 The Council formally adopted the Caerphilly County Borough Local Development Plan (LDP) on the 23 November 2010. Following the adoption of its LDP, the Council has a statutory obligation, under section 61 of the Planning and Compulsory Purchase Act 2004 to keep all matters under review that are expected to affect the development of its area. Further, section 76 of the Act requires the Council to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government. The 2015 AMR monitors the period from 1st April 2014 to 31st March 2015 and it is required to be submitted to WG by the 31 October 2015.
- 4.2 The 2015 AMR once again considers whether the Development Strategy that underpins the LDP remains valid; and whether or not the Strategy Policies contained in the LDP are being effective in delivering the Development Strategy and meeting the objectives of the plan until such time as the Replacement LDP is adopted.
- 4.3 It is important to note that the 2013 AMR triggered the first review of the LDP in October 2013 as a consequence of its findings. The issues highlighted within the 2013 AMR that triggered the first review of the LDP remain the same for the 2015 AMR.
- 4.4 The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 and the LDP Manual (available on the Welsh Government web site) specify what the 2015 AMR is required to include as follows:
- An Executive Summary.
 - Review of changes to national and regional policy and guidance and their implications for the LDP.
 - SEA/SA Monitoring based on the SEA/SA Monitoring Framework (LDP Appendix 18).
 - LDP Monitoring based on the LDP Monitoring Framework (LDP Appendix 19).
 - Statutory Indicators.
 - Recommendations on the course of action in respect of policies and the LDP as a whole.
- 4.5 In addition to the above, the 2015 AMR also considers external influences which impact on the implementation of the LDP but which are very much outside of the Council's control. Nevertheless the Council should consider whether or not a change in its policy framework could serve to alleviate some of the issue raised by these external factors.

- 4.6 Copies of the full 2015 AMR entitled “Caerphilly County Borough LDP Annual Monitoring Report 2015” together with the background statistical tables have been placed in the resource library for members’ information.

Report of Findings

External Conditions

- 4.7 As the review of the plan has already been triggered, the contextual changes that may affect the AMR and any policies within the plan will be considered as part of this process in a comprehensive and holistic way. These contextual considerations will include, but are not exclusive to, the introduction of the Planning (Wales) Bill, the updating of Planning Policy Wales, the revision of Technical Advice Note 1, Technical Advice Note 12, Technical Advice Note 21 and the introduction of Technical Advice Note 23.
- 4.8 The downturn in the economy continues to have a marked effect on house building rates and therefore on the delivery of affordable housing. Viability continues to be an issue in overall house building and this has an adverse impact on the levels of affordable housing that can be delivered through the planning system.
- 4.9 All neighbouring local planning authorities are well advanced with the preparation of their respective development plans providing a local policy framework for development decisions within the region.
- 4.10 The Cardiff LDP identifies land for the provision of 41,000 dwellings, including 18,000 on greenfield sites in north Cardiff; and Newport LDP allocates 10,350 dwellings, 1,540 of which are in the east of Newport on the boundary with Risca / Pontymister. This provision could undermine the development strategy for the Southern Connections Corridor, which advocates new development on brownfield land.

Local Considerations

- 4.11 The 2013 AMR (2012-13) recommended that an early review be instigated in light of the following significant local considerations. Specifically:
- The lack of a five-year housing land supply is a matter of concern that needs to be addressed, as the evidence available indicates that it is unlikely that this position will improve in the next few years; and
 - The need to identify suitable sites for new schools as a consequence of the Council’s ambitious school rationalisation programme.
- 4.12 The LDP is currently under review with an anticipated adoption date for the Replacement LDP of October 2017.

Strategic Environmental Assessment/Sustainability Appraisal Monitoring

- 4.13 The Strategic Environmental Assessment Directive requires local authorities to undertake Strategic Environmental Assessment (SEA) as part of the preparation of the LDP. In addition to this the LDP Regulations requires a Sustainability Appraisal (SA) to be undertaken. In preparing the LDP the council undertook joint SEA and SA and produced and published its SEA/SA Report in conjunction with the LDP.
- 4.14 The SEA Directive also requires that the council monitor the state of the environment through monitoring the sustainability objectives set out in the SEA/SA Report. This forms an integral part of the AMR and is contained in Section 4.

LDP Policy Monitoring

- 4.15 The LDP Monitoring considers each of the 22 Strategy Policies against the LDP monitoring Framework to identify whether the policies are being effective and to identify any policies that

are not being implemented. The Framework consists of 29 Indicators (overarching measures considered against time related targets) and 53 Factors (specific measures considered against a fixed Trigger Point). Both the Indicators and Factors are statistical measures relating to the delivery of a specific Strategy Policy and consideration of the Indicators and Factors will indicate whether the Policies are being implemented. Where an indicator does not meet a target, or a factor reaches a trigger point, it could indicate that the policy is not being implemented.

- 4.16 An overview of the LDP Monitoring Data for the 2015 AMR period provides an interesting insight into the implementation of the LDP over the past 12 months. Of particular note for 2014/15 is the following:
- The annual house-building rate increased slightly from 344 in 2013 to 351 dwellings in 2014 and to 414 dwellings in 2015.
 - The housing land supply figure decreased from 2.9 in 2013 to 2.5 years in 2014 and to 1.9 in 2015 using the Welsh Government preferred residual method.
 - To date 4052 units (49% of the total housing requirement) has been delivered.
 - The average house price increased from £94,272 in 2014 to £98,881 in 2015.
 - Unemployment rose from 8.4% to 8.6%.
 - The number of residents in employment decreased from 78,700, to 76,600.
 - There was a general drop in commuting rates as a percentage of all commuting both in terms of out commuting for work (36% to 30%) and out commuting generally from 50% to 49%.
 - Vacancy rates in the Principal Towns of Caerphilly and Risca/Pontymister decreased over the period whereas vacancy rates in, Blackwood and Bargoed increased. Vacancy rates in Ystrad Mynach remained the same.
 - Footfall in the Principal Town Centres in general increased.
 - Customer satisfaction with the countryside recreation on offer in the county borough was sustained at 83%.
 - The use of aggregates within the construction industry continued to fall.
- 4.17 Monitoring of the plan for 2014/15 indicates that one new Strategy Policy has been triggered, specifically SP4 Settlement Strategy. Specifically monitoring indicates that one of the five Principal Towns vacancy rates exceeded 20% for the first time during this monitoring period.
- 4.18 Given the importance of housing delivery to the strategy there is a need to consider the following key policies as part of the 2015 AMR.
- SP14 Total Housing Requirements.
 - SP15 Affordable Housing Target.
- 4.19 The 2014/15 JHLAS indicates that the housing land supply has fallen to 1.9 years using the residual method. Where the land supply is less than 5 years, TAN 1 states that local authorities must take steps to increase the supply of housing land. This may include reviewing the development plan, releasing land in its ownership, expediting planning applications or securing the provision of infrastructure for particular sites.
- 4.20 The review of the adopted LDP is underway and this will look in-depth at the identification of additional development land to satisfy the 5-year land supply requirements of TAN1. However in the intervening period there could be a need to release limited greenfield sites in the short term to address the supply issue.
- 4.21 Further the Council should seek to release housing land in its control to the market and should ensure that planning applications are expedited as far as is practical to make land readily available for development.
- 4.22 No further intervention is necessary at this time, as all policies will be reassessed as an integral part of the review process along with all other policies contained within the plan.

Statutory Indicators

- 4.23 The LDP Manual requires that the AMR include information relating to 12 specific indicators. The information in respect of these is already contained within the LDP and SEA/SA monitoring frameworks and has been taken into account through the monitoring process.
- 4.24 The LDP Regulations also require that the AMR sets out information in respect of housing delivery in the County Borough since the Adoption of the plan. In particular the Regulations require that the AMR includes:
- The housing land supply taken from the current Housing Land Availability Study; and
 - The number (if any) of net affordable and general market dwellings built in the LPA's area.
- 4.25 Housing land availability information is monitored for the period April to end of March annually through the Joint Housing Land Availability Study (JHLAS). Information must be provided for the period in respect of which the AMR is made; and the period since the LDP was first adopted or approved. This information is set out in Appendix 1.

Community Infrastructure Levy

- 4.26 The Community Infrastructure Levy CIL was introduced in Caerphilly County Borough on 1 July 2014. It is a mandatory charge that is levied against all new qualifying development.
- 4.27 In order to ensure that the implementation of the Community Infrastructure Levy is open and transparent, the Council must prepare an annual report on CIL. This can be a bespoke report or can be included in an existing reporting mechanism, such as the annual monitoring report which reports on the LDP. This is a sensible mechanism for reporting on CIL as it is inextricably linked to the LDP. The 2015 AMR is the first AMR therefore to also report on the implementation of CIL.
- 4.28 The CIL Report must be published on the Council's website by 31 December each year, for the previous financial year, i.e. in this instance for the reporting period 1 April 2014 to 31 March 2015.
- 4.29 It is important to note that CIL only becomes payable on the commencement of the chargeable development, therefore it is inevitable that there is a delay between the formal introduction of the levy and funding being secured. As CIL was only introduced on the 1 July 2014, only planning applications approved after that date would be CIL liable and further, only those that have commenced on site would have generated income. Unsurprisingly therefore, no income was raised in the monitoring period 1 April 2014 to 31 March 2015 and consequently no schemes have been undertaken.
- 4.30 For completeness, there is a requirement for the Charging Authority to pass 15% of the CIL income to the relevant Community Council and for this also to be reported through the AMR. Clearly as no income was raised during this monitoring period no funds have been passed to any of the community councils in the county borough.

AMR Conclusions & Recommendations

- 4.31 The AMR concludes that whilst the LDP Development Strategy remains sound, the downturn in the economy has had a marked effect on house building rates. Viability continues to be an issue in overall house building and this has an adverse impact on the levels of affordable housing being delivered through the planning system.
- 4.32 The lack of a five-year land supply is a matter of concern that needs to be addressed, as the evidence available indicates that it is unlikely that this position will improve in the next few years. There could be a need to release limited greenfield sites in the short term to address the supply issue. The review of the LDP will further address the land supply issue through the allocation of sites that are capable of being delivered in viable parts of the county borough.

4.33 The 2015 AMR recommendation is therefore as follows:

Recommendations

R1 *The 2015 Annual Monitoring Plan has indicated that substantial progress has been made over the plan period in implementing the Caerphilly County Borough Local Development Plan up to 2021.*

R2 *The 2015 Annual Monitoring Report has indicated that there is a continuing need to release limited greenfield sites in the short term to address the lack of a five year housing land supply.*

5. EQUALITIES IMPLICATIONS

5.1 There are no direct implications associated with this report. However any future review of policies and proposals contained within the LDP will require an equalities impact assessment to be carried out.

6. FINANCIAL IMPLICATIONS

6.1 There are no new financial implications as a consequence of this report.

7. PERSONNEL IMPLICATIONS

7.1 There are no direct personnel implications as a result of this report.

8. CONSULTATIONS

8.1 All comments have been taken into account in the Committee Report.

9 RECOMMENDATIONS

9.1 To consider and note the findings of the 2015 Annual Monitoring Report and the implications of the recommendations contained therein.

9.2 To recommend that the 2015 Annual Monitoring Report be referred to Cabinet and Council for consideration.

9.3 To recommend to Cabinet and thereafter Council that the 2015 Annual Monitoring Report be submitted to the Welsh Government before the deadline of 31 October 2015.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP Wales Regulations 2005 and the SEA Directive.

10.2 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP Wales Regulations 2005 and the SEA Directive.

10.3 To comply with the requirements of the Planning and Compulsory Purchase Act 2004, the LDP Wales Regulations 2005 and the SEA Directive

11. STATUTORY POWER

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

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Consultees: Cllr Ken James, Cabinet Member For Regeneration, Planning & Sustainable Development
Cllr Tudor Davies, Chairman, Regeneration & Environment Scrutiny Committee
Chris Burns Interim Chief Executive
Pauline Elliott, Head of Regeneration and Planning
Gail Williams, Interim Head of Legal Services/ Monitoring Officer
Mike Eedy, Finance Manager, Environmental Finance Group

Appendices

Appendix 1 Mandatory Indicator – New Dwelling Completions and Land Supply

Background Papers:

Caerphilly County Borough LDP Annual Monitoring Report 2015

[made available in the resource library]

Caerphilly County Borough LDP Annual Monitoring Report 2015 – Background Tables

[made available in the resource library]

Agenda Item 5 Report to Council, 23 November 2010

Agenda Item 6(1) Report to Council, 8 October 2013

- **APPENDIX 1: MANDATORY INDICATOR - NEW DWELLING COMPLETIONS AND LAND SUPPLY**

**New Dwelling Completions
Private /Affordable Split and Housing land Supply**

	2007 JHLAS	2008 JHLAS	2009 JHLAS	2010 JHLAS	2011 JHLAS	2012 JHLAS	2013 JHLAS	2014 JHLAS	2015 JHLAS	
	Apr 2006 Mar 2007	Apr 2007 March2008	Apr 2008 Mar 2009	Apr 2009 Mar 2010	Apr 2010 Mar 2011	Apr 2011 Mar 2012	Apr 2012 Mar 2013	Apr 2013 Mar 2014	Apr 2014 Mar 2015	Total
Private Sector	835	554	265	189	241	275	236	189		
H.A. Public	17	102	122	111	117	115	108	162		
Total	852	656	387	300	358	390	344	351	414	4052
Land Supply Residual method	17.3*	22.5*	21.2*	14.2*	4.3	3.5	2.9	2.5	1.9	

Figures taken from Joint Housing Land Availability Studies
 * *Figures realised under the Caerphilly UDP (LDP Adopted November 2010)*

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

SUBJECT: UPDATE ON ROAD SAFETY DELIVERY IN CAERPHILLY COUNTY BOROUGH

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND COMMUNITY SERVICES

1. PURPOSE OF REPORT

1.1 To update Members on the delivery of road safety initiatives in Caerphilly County Borough.

2. SUMMARY

2.1 The Welsh Government has set specific targets for casualty reduction to be achieved by 2020. These targets are being met and exceeded within Caerphilly County Borough. This notable achievement in casualty reduction reflects the sustained and coordinated programme of work that has been undertaken over a number of years to reduce the number of road casualties. During the past year a wide range of road safety engineering and education, training and publicity schemes have been implemented in the County Borough. It is important that this combined and focused approach to improving road safety continues in order to achieve a sustained reduction in road casualties and build upon the success to date.

3. LINKS TO STRATEGY

3.1 This report links to the Engineering Services Division objective to work towards a safer environment through positive measures to reduce road accidents and particularly by protecting and providing for vulnerable road users.

4. THE REPORT

4.1 This report focuses on progress made in the last 12 months in road safety and the safety capital programme over the last 4 years in the County Borough and provides an update on:

- Progress towards the new Welsh Government's national casualty reduction targets;
- Engineering schemes implemented in the 2010-15 financial years that are linked to road safety;
- Key achievements in Road Safety Education, Training and Publicity over the past year;
- Integrated approach to highway safety and casualty reduction.

4.2 Casualty Reduction Targets

4.2.1 The Welsh Government (WG) has set specific national targets for casualty reduction, which have been adopted as local level targets by Caerphilly CBC. The targets to be achieved by 2020, based on the average for the years 2004 to 2008, are:

- 40% reduction in the total number of killed or seriously injured (KSI) casualties;
- 25% reduction in the number of motorcyclists killed and seriously injured casualties;
- 40% reduction in the number of young people (aged 16-24) killed and seriously injured casualties.

4.2.2 This report provides details of progress towards the above targets for the period up to and including 2014.

4.3 Road Casualty Trends

4.3.1 Table 1 below summarises the recorded personal injury casualty statistics for Caerphilly County Borough between 2005 and 2014. The table shows the total number of casualties recorded each year and is split by severity of casualty.

4.3.2 The data shows a notable decline in the total number of casualties occurring over time, with 211 fewer casualties being recorded overall in 2014 than in 2005. The number of killed and seriously injured (KSI) casualties has reduced significantly over time from 77 in 2005 to 30 casualties in 2014. The most notable achievement in recent years is the reduction in fatal injuries, with no fatalities recorded in 2010 although this has not been maintained over the past four years the downward trend in fatal and serious collisions has been sustained.

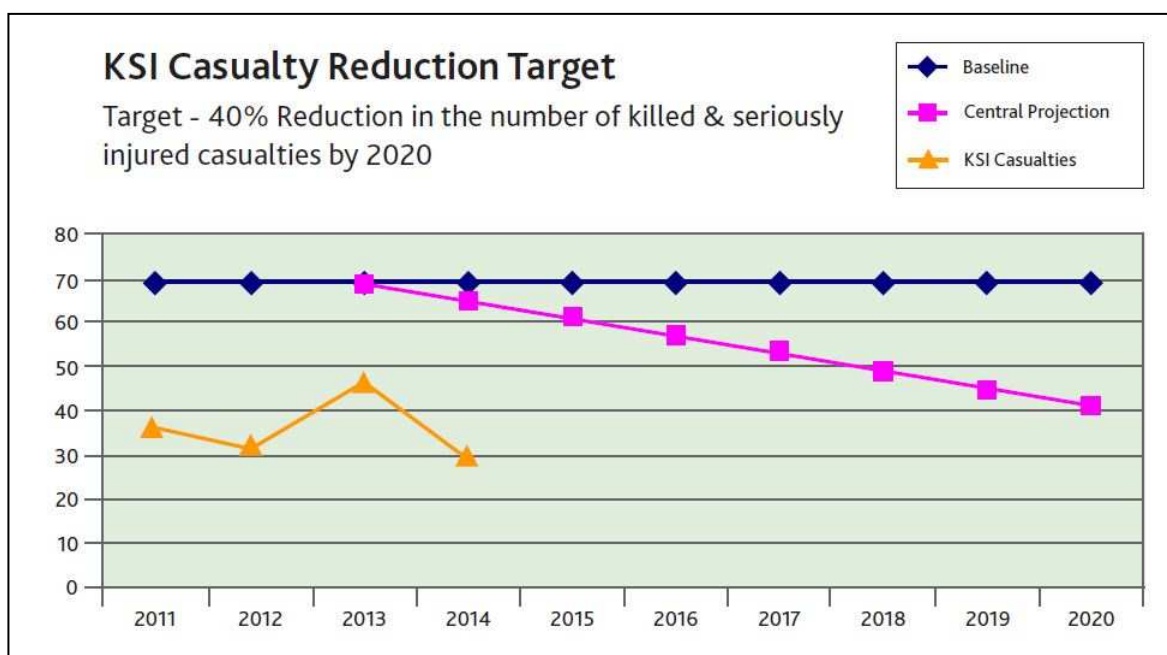
Table 1 – Casualty Numbers by Severity in Caerphilly County Borough (2005-2014)

		2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Severity	Fatal	11	3	7	7	4	0	2	1	6	2
	Serious	66	56	69	65	36	34	34	32	41	28
	Slight	430	394	345	402	322	266	226	230	267	266
Total		507	453	421	474	362	300	262	263	314	296

4.3.3 The following graphs show progress between 2005 and 2014 in Caerphilly County Borough towards WG's casualty reduction targets. As required by the national targets, the baseline data used in each case is the average over the period 2004 to 2008. The graphs show that Caerphilly County Borough has already met and exceeded each of the targets set by WG. Although the target is to be reviewed in 2015.

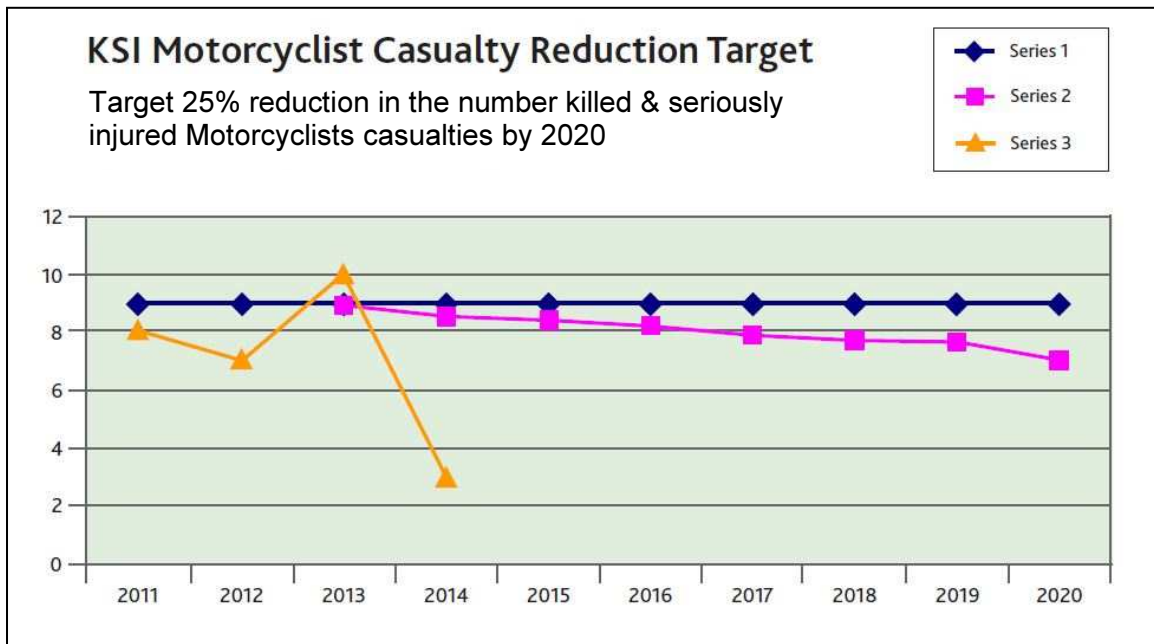
4.3.4 The following Graph 1 shows the recorded performance over the past 4 years towards the target to reduce the killed or seriously injured (KSI) casualties by 40%.

Graph 1 – Number of killed or seriously injured casualties



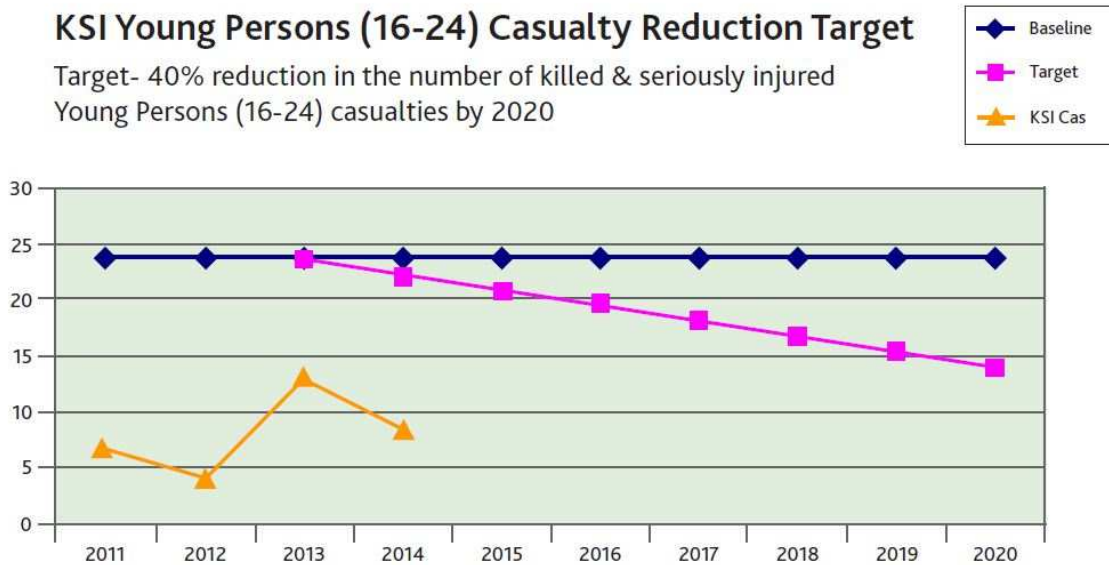
4.3.5 Graph 2 provides a summary of progress towards the 25% target to reduce the number of KSI Motorcyclist casualties by 2020.

Graph 2 – Number of Killed or Seriously Injured Motorcyclist



4.3.6 Graph 3 provides a summary of progress towards the target to reduce the number of killed and seriously injured young persons (16-24) by 40%.

Graph 3 – Number of KSI Young Persons (16-24)



4.3.7 The notable achievement in casualty reduction reflects the sustained and coordinated programme of work that has been undertaken over a number of years to reduce the number of road casualties. Road safety is dependent on a range of partners working together to implement educational, engineering and enforcement measures that have a long term impact on reducing casualties. The targeted efforts in these three areas of road safety have played a significant part in Caerphilly County Borough’s successful achievement of performance against the national casualty reduction targets to date.

- 4.3.8 In light of the progress in casualty reduction since 2005, it is important not to become complacent and interventions must continue to focus efforts on actions and initiatives that make the most contribution to achieving a continued reduction in road casualties. Focus is therefore required not only on the national casualty reduction targets which highlight severe injury and specific groups but also on local problems identified through casualty analysis and by focused planned programmes of education and interventions that treat specific problems. The interventions taken forward by the Engineering Services Division that provide most benefit include site specific engineering measures, safety audit of new schemes and people based projects that seek to train and bring about behaviour change through education, training and publicity services.
- 4.3.9 Road safety education and training of young people is provided through school based activity and through other specific projects that target problems identified through statistical analysis. These interventions can provide the skills required to ensure that participants are able to learn safer behaviour when travelling on the highway and children/young people carry these skills/values forward into adult life.
- 4.4. Road Safety Engineering Schemes
- 4.4.1 Road safety delivery in Caerphilly CBC focuses on reducing road casualties through the implementation of highway engineering measures and the delivery of road safety education, training and publicity (ETP). This combined approach has had a significant impact on reducing road casualties during the 2005 to 2015 period.
- 4.4.2 A number of road safety engineering schemes have been implemented during the 2010-15 financial period. These include:
- Accident remediation schemes:-
 - A472 Gelligroes Roundabout chevron signage and partial spiral lane markings (2010/11)
 - B4591 Risca Road, Rogestone – Antiskid and warning signs(2010/11)
 - A469 Wingfield Roundabout -jiggle bars, signage and visibility improvement (2010/11)
 - A469 Hengoed Viaduct Junction Improvement (2012/13)
 - A469/B4254 High Street, Pengam Mova enhancement (2013/14)
 - A469 Dyffryn Roundabout – Partial concentric markings and visibility enhancements (2014/15)
 - A469 Wingfield Roundabout - Partial concentric markings (2014/15)
 - Travel Plan – Safety Schemes
 - St Martins Road, Caerphilly – Zebra Crossing (2012/13)
 - B4623 Mountain Road, Caerphilly - signalized crossing (2012/13)
 - 20mph Speed Limit and Zone Schemes
 - Pantside Primary School – 20mph zone (2011/12)
 - Pontllanfraith Primary School – 20mph speed limit (2011/12)
 - Ysgol Y Castell – 20mph speed limit (2012/13)
 - Tyn y Wern Primary School – 20mph speed limit (2013/14)
 - Cwmfelinfach – 20mph speed limit (2013/14)
 - Penllwyn Primary – 20mph speed limit (2014/15)
 - Cwmcarn Primary School – extension of 20mph speed limit (2015)
- 4.5 Road Safety Education, Training and Publicity
- 4.5.1 Over the past year a wide range of ETP initiatives have continued to be delivered across Caerphilly County Borough, which aim to provide the skills, information and attitudes required to be safe road users. Notable achievements in Education, Training and Publicity over the last 12 months include the following:

- **Kerbcraft** – The Kerbcraft scheme is delivered to the vast majority of infant and primary schools in the County Borough and teaches children how to be safe pedestrians by giving them practical roadside training. Participation in the Kerbcraft scheme is monitored by academic year and between September 2014 and July 2015, 1832 children across the County Borough successfully completed the Kerbcraft training course.
- **School Travel Plans** –A further 13 schools have completed or are updating their School Travel Plans in the last 12 months, which brings the total number of schools with completed School Travel Plans to 60. Work is ongoing with schools to develop and implement their School Travel Plans and to encourage participation in initiatives and events that encourage walking and cycling to school.
- **Cycle Training** – *Cycle proficiency training is no longer funded by WG and has been replaced by National Standards cycle training.* National Standards Cycle Training is based upon similar principles to training motorcycle riders and car drivers, teaching the importance of assessing the likely risks faced by road users. Launched in 2005, the National Standard was developed by over 20 organisations and is maintained by the Department for Transport (DfT). There are three levels, Level One is undertaken in the school playground observing cycling skills, then if the trainees are confident enough they will go on to Level 2, which is on busy but slow moving roads. When you reach Level 3, you will be able to deal with more challenging roads and traffic situations. Level 3 training is delivered one-to-one or in groups of up to 3 so can be tailored to individual training needs, such as your route to work or comprehensive school. National Standards training is monitored by academic year and between September 2014 and July 2015, 19 schools took part in the training with 340 passing Level 1. Of the 237 going onto Level 2, 187 passed.
- **Crucial Crew** – This year's Crucial Crew event took place in February 2015 and was attended by 64 schools and 2000 year 6 pupils from across the County Borough. The presentation was on the importance of wearing your seatbelt. The event was very successful with 98% promising to wear their seatbelt every time they got into the car.
- **Megadrive** – Two Megadrive events took place at Ystrad Mynach college in September and October 2014, which enabled students in the county borough to learn about the potential hazards associated with driving.
- **Pass Plus Cymru** – There were 6 Pass Plus courses held in the County Borough between April 2014 and March 2015. A total of 52 young adults from within the County Borough attended the course and benefited from the additional, professional driving tuition.

4.5.2 There are also a number of annual events in the road safety calendar that play an important part in raising awareness of road safety issues. These include:

Walk to School Week and International Walk to School Month – well over 5,000 pupils from 22 schools took part in this year's Walk to School Week event. Approximately 3,000 pupils from 15 schools took part in the International Walk to School Month event. It is always harder to engage schools in this event as the weather is often colder and encouraging walking to school during the autumn is more difficult than in the summer months. There are currently 19 walking buses operating successfully in the County Borough, which provide a safe, fun and healthy way for children to travel to school. Only 2 buses walk during the winter, one at Hendredenny primary and one at Ysgol Gynradd Gymraeg Caerffili.

Big Cheese – The road safety exhibition at the Big Cheese was very successful in July 2015 and used a variety of competitions and activities to draw the attention of the public to road safety issues. This event provides a means of engaging with and promoting road safety projects to a wider audience and providing help and advice on road safety. There were around 300 entries for the 'Win a Mountain Bike' competition, with 98% of these entering on the Saturday as the Sunday was affected by inclement weather. There were around 200 entries for the 'Spot the 8 Dangers' competition. Many families visited the marquee for advice and information on Cycling, New Drivers, Older Drivers and Kerbcraft.

Road Safety Week – Junior Road Safety officers supported the campaign by recording "naughty parkers" outside their school and people not wearing seatbelts. The information was then presented to the whole school in assembly and passed onto parents via the schools' Newsletter.

Anti Drink Drive Competition – Only one school took part in this event although it was offered to all secondary schools in Caerphilly. The standard was so high that one of the entries from Bedwas High won the Gwent round of the competition. An event was held at Ty Penallta where the Cabinet Member for Highways, Transportation and Engineering and the Mayor were in attendance and prizes awarded.

School Crossing Patrol and Road Safety Seminar – Caerphilly CBC's annual School Crossing Patrol and Road Safety Seminar was held at Llancaiach Fawr in December 2014. The event was extremely successful and brought together over 100 School Crossing Patrols and Kerbcraft Volunteers from across the County Borough. This annual event provides an opportunity to reward and celebrate the work, dedication and ongoing commitment of the School Crossing Patrols and Kerbcraft Volunteers in delivering such an important service.

4.6 Integrated Approach

4.6.1 Whilst the foregoing relates to the services delivered by the road safety team, it is also worth noting the contribution from and links to other key services within the Engineering Services Division. These include:

- Highway Development Control – to provide advice and guidance to developers to design and build safer developments with better facilities for vulnerable road users.
- Engineering Projects Group – that offers a highly professional engineering consultancy service meeting the latest design standards.
- Traffic Management – monitors and responds to road safety concerns on the highway network e.g. changes in traffic management controls, excessive speed complaints and on street parking management. Has close links with the Police which is vital in enforcement activities.
- Public transport – maximising and improving the services and facilities for the general public to encourage a reduction in travel by private vehicles.
- Highway maintenance – undertaking footway and carriageway resurfacing, improvements to street lighting, provision of vehicle and pedestrian barriers, maintaining and upgrading land and highway drainage and winter maintenance. All these functions help to keep the highway infrastructure in good and safe order for use by the public.

5. EQUALITIES IMPLICATIONS

5.1 This report is for information purposes, so the Council's Equalities Impact Assessment process does not need to be applied. However, the work undertaken by the Council on the promotion of road safety and the delivery of associated projects has a specific and significant positive impact on people who fall under some of the protected characteristic groups, in particular children, older people and people with disabilities such as mobility or visual impairments.

6. FINANCIAL IMPLICATIONS

6.1 None.

7. PERSONNEL IMPLICATIONS

7.1 None.

8. CONSULTATIONS

8.1 See below, all comments received have been incorporated in to the report.

9. RECOMMENDATIONS

9.1 Report to be noted for information.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To advise Members on the progress and impact of the road safety initiatives delivered in Caerphilly County Borough.

11. STATUTORY POWER

11.1 The Road Traffic Act 1988 places a duty on local highway authorities to prepare and carry out a programme of measures designed to promote road safety. This includes studying the occurrence of collisions, taking preventative measures and reducing the possibility of casualties on new roads.

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

**SUBJECT: CONSIDERATION OF IMPLEMENTING 20MPH SPEED LIMITS IN
CAERPHILLY COUNTY BOROUGH**

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND COMMUNITY SERVICES

1. PURPOSE OF REPORT

- 1.1 To consider the implications of implementing widespread signage only 20mph limits across Caerphilly County Borough in residential areas.

2. SUMMARY

- 2.1 The Council's adopted Speed Management Strategy is an evidenced based approach that seeks to implement 20mph speed limits and zones in accordance with national guidance and best practice.
- 2.2 Experience of 20mph limit schemes in other local authorities is still at an early stage. For those in England and Scotland that have undertaken trials/changes there is no conclusive evidence of improvements. Signage only 20mph limits appear to be more suited to high density urban areas with high percentages of pedestrians and cyclists. Most rural or semi rural local authorities who have considered the proposal decided that it was not suitable for their particular circumstances.
- 2.3 Within Caerphilly County Borough, most personal injury collisions are not within residential areas. The Council's approach to date has realised significant improvements in casualty reduction and is exceeding Welsh Government targets. Therefore the widespread use of signage only 20mph speed limits in residential areas is not recommended.

3. LINKS TO STRATEGY

- 3.1 To work towards the Council's corporate objective of improving peoples' living environment through targeted actions, regulation, information and advice.
- 3.2 Engineering Services Division Objective: To provide safe and efficient transport and land drainage infrastructure through quality services delivered by means of cost effective management, maintenance and improvement of the networks.
- 3.3 Engineering Services Division Objective: To work towards a safer environment though positive measures to reduce road accidents and particularly by protecting and providing for vulnerable road users.

4. THE REPORT

- 4.1 In order to set a lower speed limit than 30mph in urban areas that have street lighting, a formal Traffic Regulation Order (TRO) must be promoted (including statutory consultations) to comply with highway law (under the Road Traffic Regulation Act 1984). The process of traffic regulation benefits from technical guidance, best practice and legal requirements that informs and governs highway authorities' work whilst assessing and implementing restrictions along the highway network. Compliance with the law is mandatory and compliance with best practice/guidance is strongly advised to ensure a level of consistency and protection for society and from legal challenge.
- 4.2 The Authority adopted an evidence based Speed Management Strategy (SMS) in 2009 that was subsequently reviewed in 2014. It is based on national guidance and best practice and includes the current traffic management policy/approach to the implementation of 20mph speed limits and zones in residential areas. The implementation of 20mph speed limits can be through signage only or combined with engineering measures as described below:
- A proposal satisfies the criteria for a 20mph speed limit by signing only where the existing recorded mean traffic speed is 24mph or less.
 - Other schemes require engineering measures (e.g. speed cushions) to change the speed limit to 20mph in order to be self-enforcing where the existing recorded mean traffic speed is more than 24mph.
- 4.3 As previously agreed with members through the Council's SMS, 20mph speed limits or zones are only considered for implementation in a fairly localised area around a school or locations of main attractors of vulnerable road users. The SMS requires the school to have a travel plan as this provides useful information and evidence about problems and also secures additional benefits such as a commitment to travel more sustainably and community support. The main benefit of a 20 mph speed limit outside schools is that it encourages sustainable travel and also educates drivers (and future drivers) about the area in which they travel being in close proximity to a main attractor of vulnerable road users.
- 4.4 To date 38 20mph limits have been introduced around school sites within the county borough i.e. over half of the school within the borough. Each year schools continue to develop school travel plans and at present the Engineering Services Division is working with 16 schools to develop their Travel Plans and action plans, some of which will result in further 20mph limits.
- 4.5 Through the SMS the Division responds to on average 180 requests/complaints each year related to concerns over excessive speed. Many of these request traffic calming or 20mph limits but only approximately 10% satisfy the criteria for intervention (through the use of vehicle activated signs or safety camera unit enforcement). None have so far meet the intervention criteria (that is based on recorded vehicular speeds and the personal injury collision history for a given site) for physical traffic calming.

20's Plenty for Us Campaign

- 4.6 This is a national campaign that claims to be a not for profit organisation campaigning for 20mph to become the default speed limit on residential and urban streets across the UK.

This organisation has engaged widely and some councillors have taken up that cause. As a result, a Members' seminar was held on 26 March 2015 to explain CCBC's approach and present a summary of the experiences of other Local Authorities, the outcome of which was for officers to further review any available information and prepare a report for the Regeneration and Environment scrutiny committee.

Experience of Other Local Authorities

- 4.7 Refer to Appendix 1. This shows a wide mix of initiatives mostly in England but also in Scotland. There is very little analysis of these initiatives so it is hard to draw any firm conclusions and there are differences of opinion however, there does appear to be a split between city and non-city environments where 20mph limits appear to have shown some

benefits in cities but have largely been rejected elsewhere. It is considered that this is because:

- There are higher levels of walking and cycling for short journeys in city centres.
- There are higher numbers of vulnerable road users (e.g. pedestrians and cyclists) in cities.
- The population densities per km² in cities is considerably higher (Hackney=12977; Portsmouth=5100; Cardiff=2505; Caerphilly=646).

4.8 Because of these factors, there is a stronger evidence base to justify 20mph speed limits in city centre environments where traffic volumes are greater and there is a higher exposure to risk.

Issues to Consider

4.9 Implementing lower speed limits and measures to reduce vehicle speeds through residential streets is generally supported, provided there is a justified case. This will ensure acceptance/support by the wider community including local businesses, bus companies etc. The emergency services support 20mph speed limits if they are able to gain reasonable access for emergencies. A balanced view must be taken in terms of how traffic calming restricts and controls vehicular access and the requirements of the ambulance and fire services that are dependent on response times for a positive outcome. Therefore decisions on policies that change this balance must be justified.

4.10 The use of 20mph speed limits without physical features is more acceptable to emergency services. The major benefit of 20mph speed limits if obeyed is that slower impact speeds reduce the severity of collisions and reduces the probability of the event occurring in the first place if the cause of the collision was speed related.

4.11 In terms of new road design, Manual for Streets advocates that new residential areas are designed to keep vehicle speeds at or below 20mph on residential streets unless there are overriding reasons for accepting higher speeds and also recommends the minimum use of highway design features necessary to make the streets work properly. This is applied within Caerphilly County Borough to new residential developments.

Police Enforcement

4.12 The police view on the enforcement of 20mph speed limits is important, as they are a statutory consultee within the Traffic Regulation Order process and are required to carry out enforcement action to ensure that motorists respect and obey speed limits.

4.13 Gwent police would expect that 20mph speed limits would not be reliant on special enforcement from local police to ensure compliance. When schemes are promoted by the local Highway Authority to change the urban speed limit from 30mph to 20mph, and there is evidence of recorded traffic speeds above a mean speed of 24mph, the Police would expect any proposal to include engineering measures to reduce the average speed of vehicles to within an acceptable range for the new 20 mph speed limit i.e. 24mph or less. This is also consistent with recent Welsh Government advice on settling local speed limits.

4.14 The Association of Chief Police Officers clarified the national policing authorities position in terms of the enforcement of 20mph speed limits and zones in a response to a Freedom of Information request by MPs in March 2013:

“20mph zones are predominantly introduced in residential areas where road safety has been raised as an issue by those who live locally. The approach of neighborhood policing teams in every community is built around ensuring that local crime and disorder issues and concerns are identified, so that a police force delivers an appropriate policing response. This applies to enforcement of 20mph zones as to any other area of policing.

Police and Crime Commissioners are now responsible for setting strategic policing priorities for each police force and in areas where 20mph zones are a local concern, may include enforcement within local policing plans.

In most cases, 20mph limits will follow Department of Transport guidance and include 'road calming' features such as speed bumps or traffic islands designed to slow traffic. Wherever possible, we agree with the Department of Transport that 20mph zones should be 'self enforcing' through the use of such features. The guidance states:

"Successful 20mph zones and 20mph speed limits are generally self enforcing, i.e. the existing conditions of the road together with measures such as traffic calming or signing, publicity and information as part of the scheme, lead to a mean traffic speed compliant with the speed limit."

To achieve compliance there should be no expectation on the police to provide additional enforcement beyond their routine activity, unless this has been explicitly agreed."

RoSPA Position

4.15 20mph zones are very effective at preventing injuries and RoSPA (Royal Society for the Prevention of Accidents) would like to see their use in residential areas. RoSPA evaluated the use of 20mph zones and limits across the country and concluded:

- The evidence supports the effectiveness of 20mph zones as a way of preventing injuries on the road.
- There is currently less experience with 20mph speed limits although they have generally been positive at reducing traffic speeds. They do not reduce traffic speeds as much as zones.

Welsh Government Policy and Guidance

4.16 Welsh Government has provided and commended guidance to local Highway Authorities in Wales called 'Setting Local Speed limits in Wales' Circular No 24/2009 Oct 2009. This states:

- Highway authorities may implement 20mph speed limits and zones where appropriate, particularly in residential areas, and this is encouraged and supported by the Welsh Government. Such limits may either be full time or restricted to specified hours of the day.
- To be successful, 20mph speed limits and zones should ideally be self enforcing. Highway authorities should take account of the level of police enforcement required before installing either of these measures and must always formally consult the police when considering their use.
- Where highway authorities introduce 20mph speed limits for part of the day (e.g. around school hours), care should be taken to ensure that signing is clear and unambiguous to drivers.
- 20mph speed limits should only be used for individual roads or for a small network of roads. Research indicates that 20mph speed limits should only be used where mean vehicle speeds are 24mph or below or where traffic calming measures are planned as part of the speed management strategy.
- 20mph zones have a proven casualty reduction benefit and are usually used in town centres, residential areas and in the vicinity of schools. Their purpose is to create conditions in which drivers naturally drive at around 20mph largely due to vulnerable road user activity.

4.17 At the time the Welsh Government Road Safety Framework was published in July 2013 it highlighted there are approximately 560 20mph speed limits and zones in Wales partly funded by Welsh Government. The strategy noted the contribution that reduced vehicle speeds make to the severity of an injury, how lower vehicle speed encourages more people to walk and commends the introduction of 20mph schemes where there is evidence to support them.

4.18 In the most recent statement from the Minister for Economy, Science and Transport, Edwina Hart AM, in December 2014 she stated:

“I am committed to improving the safety on Wales’ trunk road network and improving conditions for those who live, work and go to school on or nearby trunk roads. The evidence shows that 20mph speed limits can improve driver behaviour and reduce speeds around schools, however enforcement is key to the success of the speed limit.

However due to the nature of the trunk road network and some of the long distance journeys undertaken we need to balance the need of the drivers and that is why I have decided to introduce part-time 20mph speed limits, around when pupils are travelling to and from school. As well as improving safety I hope this will encourage more children and young people to walk or cycle to school.”

4.19 The new national road safety targets focus on those who are killed or seriously injured in a collision and specific road user groups that have been identified as an issue in Wales. The targets are as follows:

- A 40% reduction in the total number of people killed and seriously injured by 2020 compared to the average figure between 2004 and 2008.
- A 25% reduction in the total number of motorcyclists killed and seriously injured by 2020 compared to the average figure between 2004 and 2008.
- A 40% reduction in the total number of young people killed and seriously injured by 2020 compared to the average figure between 2004 and 2008.

Road Safety Performance in Caerphilly

4.20 Having reviewed the personal injury collision records received from Gwent Police for roads in the County Borough over the last 5 years to May 2015 there are:

- 1005 recorded personal injury collisions (11 fatal, 147 serious and 847 slight).
- 1416 casualties.
- 81% of the total number of casualties involved motorised vehicles.
- 14 % involved pedestrians.
- 13% involved children.
- 9% involved older persons (of pensionable age).
- 5% involved cyclists.
- 36% of collisions occurred on A class roads (97km).
- 28% on B class roads (65km).
- 10% on C class roads (152km).
- 26% on Unclassified roads – residential roads (834km).
- Only 9% of personal injury collisions recorded excessive speed as a contributory factor.

Key conclusions:

- 64% of all recorded collisions occurred on A & B class roads (14% of the total length of highway network in the borough).
- The vast majority of these collisions did not occur within residential estates.

4.21 When CCBC’s performance is measured against the WG targets (4.18 above):

- Based on the 5 years between 2008 and 2013, CCBC achieved a 45% reduction in Killed and seriously Injured (KSI).
- This is the largest reduction for all Welsh Local Authorities.
- The median for Wales was 18%.

This compares favourably with the more densely populated authorities:

- Cardiff – 28% reduction (ranked 7th).
- Newport – 21% reduction (ranked 12th).
- Swansea – 18% reduction (ranked 13th).

- 4.22 From the analysis it can be seen that few collisions (and fewer casualties) occur within areas of the borough that lend themselves to a change of speed limit to 20mph on an area wide basis i.e. along local roads in residential communities. Also the current approach to road safety and casualty reduction within the county borough is performing well. A detailed report is also being brought to the Scrutiny Committee.

Department for Transport (DfT) Research

- 4.23 The DfT has commissioned research into the effectiveness of 20mph speed limits in order to “support and inform future policy development on 20mph speed limits and zones”. In the tender document for the commission, the DfT says: “While there is evidence suggesting that 20mph zones are effective in reducing collisions and speeds (as well as leading to other benefits), there is an evidence gap on the effectiveness of 20mph speed limits”. The new research sets out to “establish the effectiveness of 20mph speed limits, in a range of settings, which is robust enough to attribute any impacts to the scheme”. In the tender, the DfT says that while monitoring data from 20mph speed limit schemes in Portsmouth and Bristol “indicate potential benefits, the evidence from these studies is inconclusive”. The project will set out to evaluate the effectiveness of 20mph speed limits in terms of a range of outcomes including speed, collisions, injury severity, mode shift, quality of life, community, economic public health benefits and air quality. It will also examine drivers’, riders’ and residents’ perceptions of 20mph speed limits and assess the relative cost/benefits to specific vulnerable road user groups including children, cyclists and the elderly. The study is a three-year project that commenced in mid 2014 and the final report is anticipated in mid 2017.

Current Funding Availability

- 4.24 With no direct funding by CCBC, there are currently two main sources of grant funding that might be used for 20mph speed limits; Road Safety Grant (RSG) and Safe Routes in Communities (SRIC).
- 4.25 In previous years Welsh Government (WG) has allocated RSG to Local Authorities and permitted them to determine where the grant should be spent. However the grant is now distributed between Local Authorities based on competitive bids that must be prepared and submitted to WG for assessment against their road safety priorities. Schemes are prioritised across all Local Authorities in Wales with projects that have the highest casualty reduction potential/personal injury collision record ranking highest. A robust RSG business case must be submitted to WG that includes schemes that evidence personal injury collisions. Available funding via RSG has significantly reduced over the last four years so consequently less funding is being awarded to Local Authorities. WG has clarified that RSG is provided to progress schemes that are aimed at casualty reduction.
- 4.26 SRIC grant requires officers to produce a bid that is assessed by WG. The grant’s main aim is modal shift, therefore evidence of and a commitment to walk and cycle together with measurable targets is required for an application to be successful. Schemes are developed for projects from evidence provided from the community in the form of a Travel Plan. As they are usually the main attractor of vulnerable road users in our communities the travel plan identifies problems/barriers to walking and cycling and risks in partnership with pupils and parents. Schemes are then developed that address the identified barriers and risks to walking and cycling modes and encourages modal shift for short community/school journeys.
- 4.27 Over recent times the available funding for RSG and SRIC projects has significantly reduced. Officers continue to bid successfully for the grants as the projects match well with the main criteria for selection. Whilst there is little opportunity to develop/fund 20mph speed limits or zones as part of the casualty reduction schemes via RSG (as the main aim is casualty reduction based on personal injury collisions), SRIC projects provide more options. However the need for a 20mph speed limit or zone must be identified by the school/community in the Travel Plan and in this way support for the initiative is evidenced/justified.
- 4.28 RSG and SRIC funding provides the main funding sources that might be used for 20mph speed limits and zones in residential communities. Nevertheless, these grants have specific requirements and therefore would not support their widespread development as they can only

be successfully promoted if the projects satisfy the criteria. To ensure that these funding opportunities are utilised when applicable, the current holistic approach to speed management ensures that all criteria for funding is considered in the appraisal of schemes. This approach also offers additional benefits by engaging with communities via the school, providing additional road safety ETP (Education Training and Publicity) and most importantly using the best approach to speed management that is supported by the emergency services.

- 4.29 To provide a rolling programme of 20mph speed limits in all residential areas would be high cost both in terms of infrastructure and delivery and add additional maintenance costs to limited budgets. Officers already consider 20mph limits where applicable and traffic calming where justified on an evidence based approach. A different approach would require Caerphilly County Borough to prioritise significant officer time and funding from its own resources, when evidence of the benefits of the outcomes is not deemed achievable.

5. EQUALITIES IMPLICATIONS

- 5.1 This report is for information purposes, so the Council's Equalities Impact Assessment process does not need to be applied, however 20mph Speed Limits have a significant positive impact on people who fall under some of the protected characteristic groups, in particular children, older people and people with disabilities such as mobility or visual impairments.

6. FINANCIAL IMPLICATIONS

- 6.1 None at this time. However, should Members wish to pursue 20mph speed limits and zones in residential areas then the following gives some idea of the costs involved:
- For example a medium size 20 mph zone treating approximately 1300 metres of road in 2011/12 cost £60k.
 - A 20mph speed limit along approximately 260 metres of road including a priority working to slow traffic cost £40k.
 - A 20mph speed limit order to implement a limit without traffic calming in 2012/13 along approximately 1200 metres of local roads cost £6k.
 - All types of schemes require maintenance from existing budgets into the future.

7. PERSONNEL IMPLICATIONS

- 7.1 None.

8. CONSULTATIONS

- 8.1 All comments received have been incorporated in the report.

9. RECOMMENDATIONS

- 9.1 It is recommended that the Members support the Authority's existing approach to progressing additional 20 mph speed limits and zones. That the appraisal of additional 20mph speed limits/zones should continue to be consistent with the current policy that is included in the adopted SMS.
- 9.2 The Council should consider the forthcoming DfT research report on the effectiveness of 20mph speed limits and Scrutiny committee consider if they wish to consider this matter further as part of their work programme.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 The current evidenced based approach to speed management in Caerphilly County Borough is the appropriate sustainable policy for its settlements and is proven to reduce casualties.
- 10.2 The current policy recognises the WG priorities and provides some limited opportunities to access RSG and SRIC funding when appropriate.
- 10.3 There is no evidence that changing the way that Council considers and applies 20mph speed limits and zones would secure additional grant funding from WG or casualty reduction benefits at this time.

11. STATUTORY POWER

- 11.1 The Department for Transport, (1999), Highway (Road Humps) Regulations 1999, Statutory Instruments SI 1999/1025. HMSO, 1999;
Department of the Environment, Transport and the Regions, (1999b), Statutory Instrument 1999 No 1026. The Highways (Traffic Calming) Regulations 1999. HMSO, 1999;
The Road Traffic Regulation Act (Amendment) Order 1999, Statutory Instrument No 1999/1608 - 20mph Speed Limits;
Traffic Signs Regulations and General Directions 2002;
Road Traffic Act 1988;
Road Traffic Regulation Act 1984;
Highways Act 1980;
The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations; 1996, Statutory Instrument 1996, No.2489.

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Cllr E M Aldworth - Vice Chair of Regeneration and Environment Scrutiny Committee
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Liz Gibby – Senior Assistant Engineer, Transport Strategy and Road Safety
Trish Reardon – HR Manager
Mike Eedy – Finance Manager
David Thomas – Senior Policy Officer (Welsh Language and Equalities)

Background Papers:

Speed Management Strategy, Caerphilly County Borough Council (2009)
Regeneration Scrutiny Committee report: 20mph speed limits and zones, 1st April 2008
Regeneration Scrutiny Committee report: 20 mph speed limits and zones, update report, 17th February 2009
Regeneration Scrutiny Committee report: Overview of Road Safety Issues and Services in Caerphilly County Borough, 18th May 2010
Regeneration Scrutiny Committee report: Update on Road Safety Delivery in Caerphilly County Borough, 6th June 2011
Regeneration and Environment Scrutiny Committee report: Speed Management Strategy evaluation and review, 1st April 2014

Appendices:

Appendix 1: Summary of 20mph initiatives considered by other Local Authorities

Appendix 1: Summary of 20mph initiatives considered by other Local Authorities

Local Authority	Type/Character	Proposal	Implementation	Results/comments
Argyll & Bute	Rural	20mph signed only limits on roads with already low speeds	Not progressed	Not considered best value to implement on low speed roads simply to provide a 'feel good' factor.
Birmingham	City	20mph limits in residential streets and local centres	£386k works progressing as part of a £1.025m 20mph pilot programme	Too early to report on effectiveness
Brighton & Hove	City	20mph signed only limits	One scheme implemented	The number of reported collisions and casualties within the 20mph limit scheme is running below the average for the three years before implementation. Speed surveys show an average reduction of 1.3mph and the average speed across the area is 20mph.
Bristol	City	Widespread signed only 20mph limits	Programme halted	Evidence shows that signed only limits have very limited impacts on speed reduction and emissions.
Calderdale	Semi-rural	Blanket 20mph limits in residential streets	Approved for implementation over the next three years	The town of Halifax (within Calderdale) already has 87 miles of 20mph speed limits. This initiative would increase coverage to 406 miles.
Dundee	City	Signed only 20mph limits across residential streets	The Council rejected the motion	Not introduced because Police Scotland could not guarantee enforcement beyond known accident locations and the limits were expected to quickly fall in to disrepute. Evidence in the city has shown that signage only schemes have had little impact on overall speeds.
Hackney	London borough	Signed only 20mph limits on all borough roads by 2016	Not known	Hackney has a huge population of cyclists. Commuting trips have increased from 4.2% in 1991 to 6.8% in 2001 and 15.4% in 2011.
Islington	City	Borough wide 20mph limits	Completed	Surveys show that the average and 85 th percentile speeds have fallen by 1mph from 23mph to 22 mph and from 28mph to 27 mph respectively.

Leicestershire	Semi-rural	20mph blanket speed limits in residential areas	Ruled out and not progressed	The Council considered that if guidance was followed there was little benefit to be gained from the considerable expense of introducing 20mph limits.
West Sussex	Semi-rural	20mph signed only limits in residential streets	Not progressed	Residents voted overwhelmingly against the proposal. The proposal was considered to have little impact on accidents, would not be enforced, would add to congestion, threaten bus routes and be a waste of public money.
Wiltshire	Semi-rural	Develop a 20mph policy	Village trails undertaken	Trails demonstrated that there was no impact on reducing the number of collisions or casualties or that they did much good.



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

SUBJECT: DEMOGRAPHIC OVERVIEW OF CCBC LEISURE CENTRE USERS

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND COMMUNITY SERVICES

1. PURPOSE OF REPORT

- 1.1 To provide members with an overview of visitor numbers and demographics for customers accessing CCBC leisure centres. This report has been requested by the Regeneration and Environment Scrutiny Committee at the meeting on 30th June 2015.

2. SUMMARY

- 2.1 CCBC Sport and Leisure Services are responsible for the operation and management of 11 leisure centres and the new Ystrad Mynach Centre for Sporting Excellence. During 2014/15 over 1.38 million customer visits were recorded across these facilities. This represents a visitor growth of 8% since 2013. The total number of visits is a combination of both customers with and without a CCBC SmartCard. The report is based on visits by customers with a CCBC Smartcard and provides a demographic overview of these visits based on gender and age over a 3 year period.
- 2.2 The gender split for customer visits is 54% male and 46% female which has seen a 2% swing over the past 3 years from 52% male and 48% female. Swimming is most popular amongst the under 18's, 40-49 and 60+. The main visitors to CCBC fitness suites and fitness classes are the groups ranging from 18 to 49. Health suites have a lower visitor base with 15,479 visits during 2015 and 77% of these visits are males visiting one of the 5 Health Suites across CCBC. Dryside activities which include sportshall bookings, racquet sports and external pitch hire shows the main visitor demographic as males aged 40-49.

3. LINKS TO STRATEGY

- 3.1 This report is aligned to Creating an Active Caerphilly, the Vision for Sport in Wales and the Single Integrated Plan.

4. THE REPORT

- 4.1 Swimming - CCBC has 6 swimming pools located across the authority. 4 of these are linked with secondary schools (Bedwas, Heolddu, Newbridge, Risca) whilst 2 are 'stand alone' (Caerphilly, Cefn Fforest). Swimming is the most popular activity for females across almost all age groups. Only in the 40-49 age group do males participate in swimming more than females. There is a noticeable decrease in under 18 swim figures in 2015 compared to previous years. This is down to the closure of the pool at Risca LC for 2 months of the year due to essential maintenance and the introduction of a new swimming lesson programme for children focusing upon giving children a key life skill – being able to swim. This new programme took elements of the old casual swim times and converted them to structured lessons to deliver this life skill.

- 4.2 Dryside – CCBC has dryside facilities across 10 of the 11 leisure centres with Cefn Fforest the only centre without these facilities. Dryside activities include sportshall bookings (i.e. football and netball), racquet sports (i.e. badminton, squash) and outdoor areas (i.e. 3G and astro turf pitches). These activities predominantly link to local club bookings, the majority of these bookings by age and gender are made by females in the 40-49 age bracket. Overall males tend to book dryside activities over a wider age group; from 18 – 49. Over the past 3 years dryside visits have increased by 22%. This has been achieved through significant investment in 3G facilities, including the new CCB Centre for Sporting Excellence, an indoor 3G at New Tredegar LC, 2 x 5-a-side 3G pitches at Risca LC.
- 4.3 Health Suites (Sauna, Steam Room etc) – 5 leisure centres currently have Health suite provision located at Caerphilly, Cefn Fforest, Newbridge and Risca which have sauna and steam rooms whilst Heolddu has a sauna. These facilities are predominantly used by males with 77% of all Health suite visits. The highest user group are males aged 50-59 but it's noticeable that the usage is quite consistent across all male age groups from 18 onwards. Visits to Health suites have increased by 19% over the past 3 years, as with dryside performance, investment in these facilities has helped to increase the visitor numbers and packages we can offer our customers. Over the past 3 years Newbridge LC has had a new steam room built along with a refurbishment of the sauna and Risca LC has had a completely new Health suite providing new Sauna and Steam facilities.
- 4.4 Fitness – CCBC Sport and Leisure Services have 9 fitness suites across the Borough at Cefn Fforest, Caerphilly, Heolddu, Newbridge, New Tredegar, Pontllanfraith, Risca, St.Cenydd and Sue Noake. There are also over 220 fitness classes running across the CCBC leisure centre portfolio every week. Classes include; group cycling, bootcamp, circuits, pilates and many more. Attendance at fitness activities is split relatively evenly between genders with males visiting slightly more across all ages from under 18 to 49 (males 55%, females 45%). The main age group undertaking fitness based activities is 18-29 with over 30% of total visits linked back to this group. Over the past 3 years whilst there has been a slight decline, visitor numbers have remained fairly static. There has however been recent investment in new equipment at Caerphilly Leisure Centre along with the development of a new Fitness Suite at Sue Noake Leisure Centre which will help increase visits. It is also worth noting however that the current fitness suites are restricted in their ability to expand to meet latent demand due to building infrastructure and the availability of areas to provide the fitness experience need.

5. EQUALITIES IMPLICATIONS

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

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

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

8. CONSULTATIONS

- 8.1 The views of listed consultees have been incorporated in this report.

9. RECOMMENDATIONS

- 9.1 Members are asked to note the content of the report.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 To provide members with an overview of CCBC leisure centre demographics as requested by the Regeneration and Environment Scrutiny Committee.

11. STATUTORY POWER

- 11.1 The Local Government Measure 2009. Local Government Acts.

Author: Craig Nowell, Business and Performance Manager
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Consultees: Mark S. Williams, Head of Community & Leisure Services
Christina Harry, Corporate Director Education and Community Services
Councillor Nigel George, Cabinet Member for Community and Leisure Services
Jeff Reynolds, Sport and Leisure Facilities Manager

Appendices:

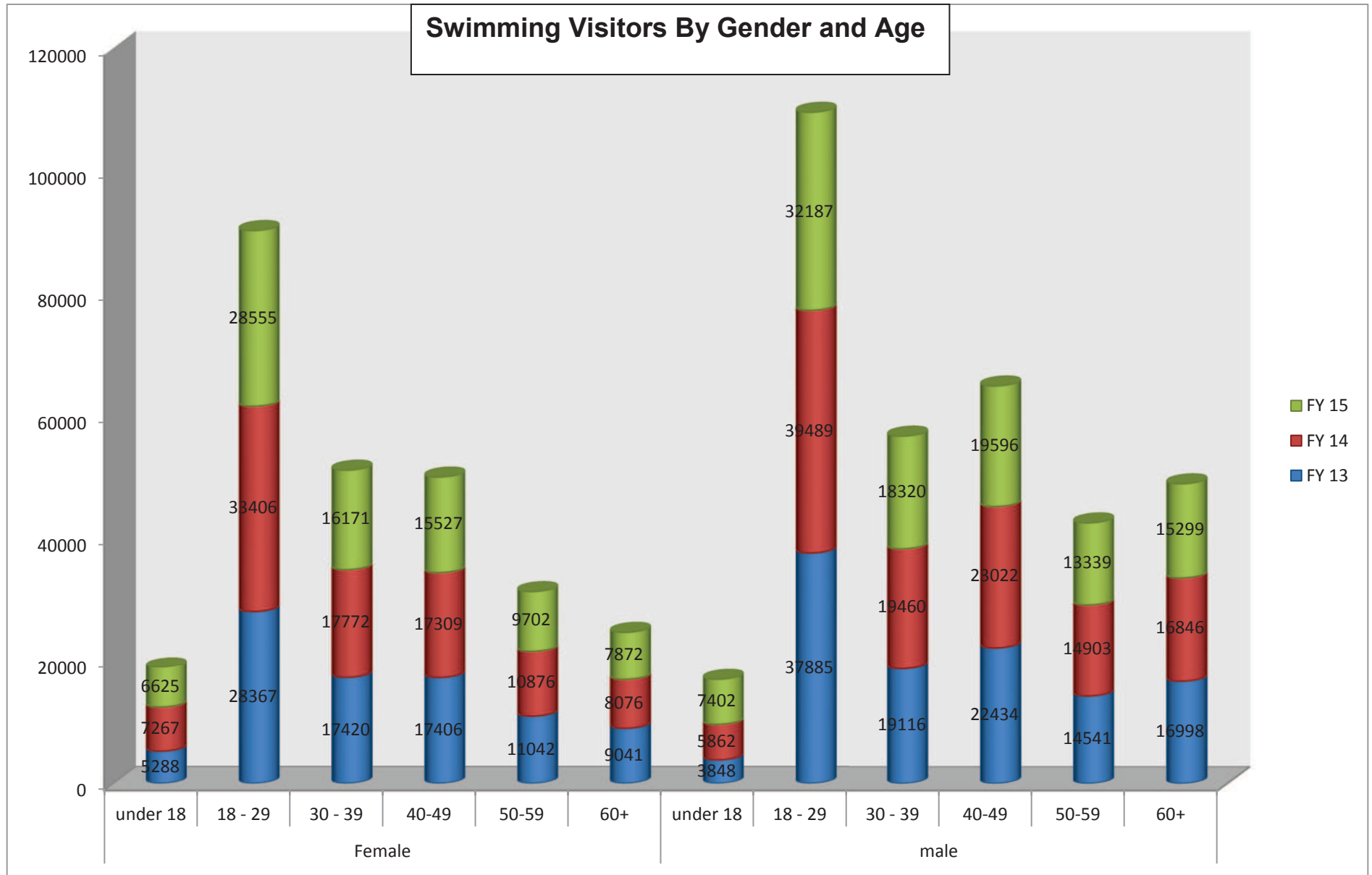
Appendix 1 Customer demographic graphs

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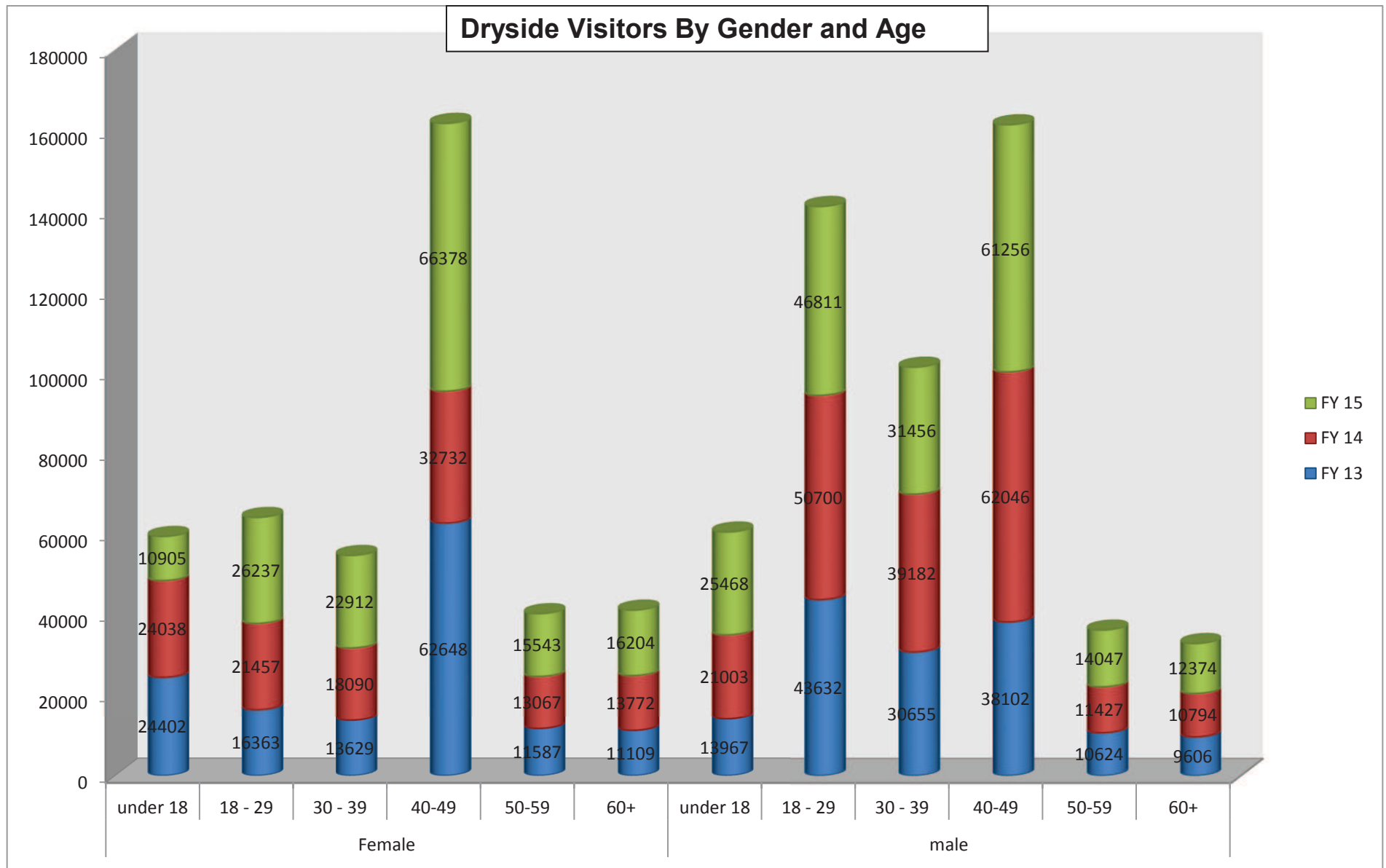
Appendix 1

Swimming Visitors By Gender and Age

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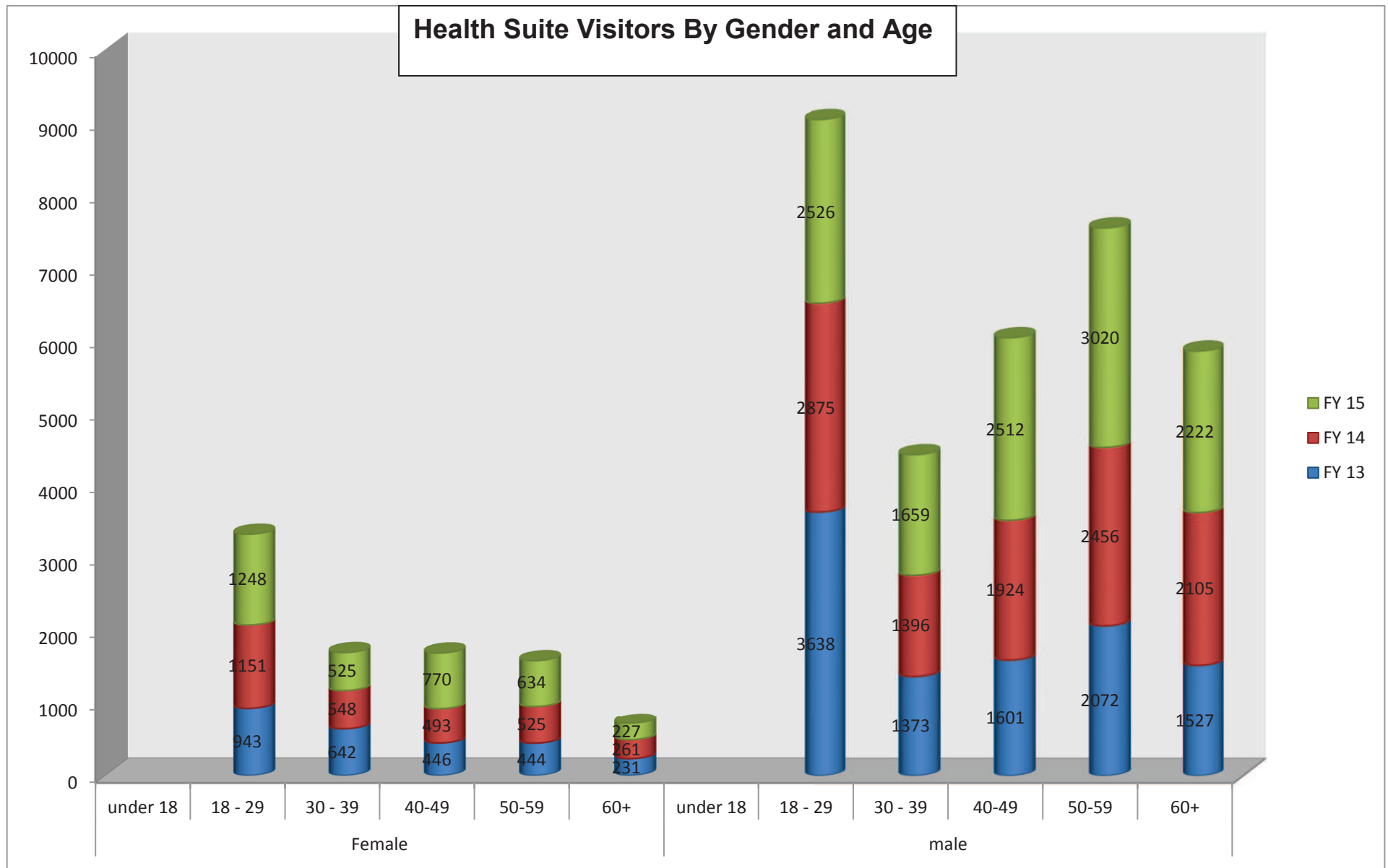
Appendix 1



Appendix 1

Health Suite Visitors By Gender and Age

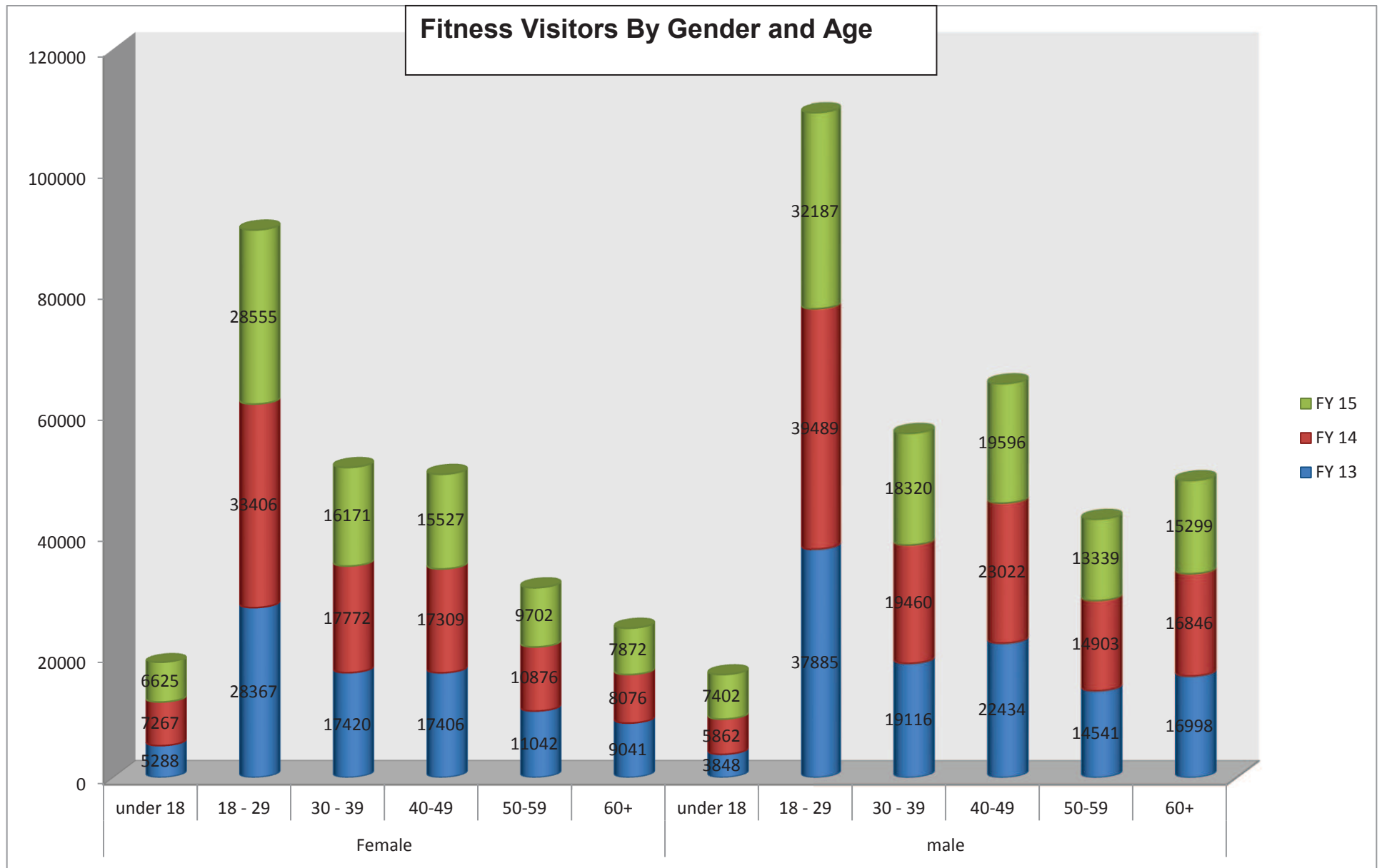
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Appendix 1

Fitness Visitors By Gender and Age

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BRYN COMPOST LIAISON GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH
ON TUESDAY, 12TH MAY 2015 AT 2.00 P.M.

PRESENT:

Councillor D. V. Poole - Chair

Councillors:

H.W. David, W. David, G.J. Hughes, J.A. Pritchard, S. Morgan

Together with:

Residents: Mrs A. Gray, Mrs G. Davies, Mr W. Griffiths, Mr G. Mahony, Mr G. Reynolds, Mr J. Szura

Gelliargwellt Farm: Mr P. Colley, Mrs J. Morgan, Mr R. Thomas

Natural Resources Wales: Mr J. Goldsworthy, Mrs E. Roe

Environmental Health: Ms C. Edwards, Mr G. Mumford, Mr K. Jennings

Officers: R. Barrett (Committee Services Officer)

1. CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting and informed Members that Mr Ray Matthews, a former representative of the Group, had recently passed away. The Chair paid tribute to the diligent work carried out by Mr Matthews on behalf of the Group, and all present stood for a moment of silence as a mark of respect.

It was announced that Mrs Pat Lapsa had recently tendered her resignation as a local resident representative of the Bryn Compost Liaison Group. Members thanked Mrs Lapsa for her valued contribution to the meetings and wished her well for the future.

Mrs Lapsa's replacement, Mr Gerald Mahony, was welcomed to his first meeting of the Bryn Compost Liaison Group.

The Chair also welcomed Mr Kristian Jennings (who had recently qualified as an Environmental Health Officer) to the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A. Angel, D. Bolter and M. James, together with local resident representatives Mr J. Cuthbert, Mr M. Davies, Mr W. Griffiths, Mr T. Matthews and Mrs C. Woods, and Public Health Wales representatives Dr G. Richardson, Mr H. Brunt and Mrs T. Deacon.

3. DECLARATIONS OF INTEREST

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

4. MINUTES – 13TH JANUARY 2015

The minutes of the Bryn Compost Liaison Group meeting held on 13th January 2015 were received and noted.

5. MATTERS ARISING

A Member asked if the Composting Best Practice Document referred to at previous meetings was now available. Natural Resources Wales officers (NRW) explained that work was still being carried out on the document and therefore it was not yet ready for general circulation.

A query was raised regarding the meeting of 25th September 2014, where it had been agreed that information from NRW regarding the number of odour breaches and type of breach recorded against the Bryn Compost site for the current year would be forwarded to Members. This action had been marked as completed at the subsequent Liaison Group meeting of 13th January 2015. A local resident representative queried this information in that she had not received a copy, and it was agreed that a replacement copy would be forwarded to her.

Reference was made to the previous meeting of the Liaison Group of 13th January 2015, where a matter had been raised regarding the discovery of pieces of chipboard, laminated wood and MDF in the area surrounding the Bryn Compost site and farm. There were concerns that these types of wood were possibly being recycled and used for animal bedding (which is not permitted for use under current legislation) and NRW officers subsequently arranged to collect these samples from the local resident who had made the discovery and investigate the matter accordingly.

A Member explained that following a delay, he had now received a response from NRW regarding the matter. He explained that investigations had confirmed the presence of the unpermitted woodchip types in the fields surrounding the Bryn Compost site and farm. A Category 3 breach had been recorded by NRW and they had issued a warning to Gelliargwellt Uchaf Farm (the farm associated with Bryn Compost). The Member sought an explanation of how the woodchip came to be deposited in the surrounding fields, and also expressed concern as to the reasons behind this dispersal.

Mr Jon Goldsworthy of NRW explained that although he was happy to respond on the matter, he was uncertain as to whether it would be relevant to discuss it at this meeting, in that the issue related to farming activity within Gelliargwellt Uchaf Farm and not composting activity from the Bryn Compost site. Members reminded the Chair that he had allowed the query regarding the woodchip to be raised at the previous Liaison Group meeting and that NRW had agreed to respond accordingly.

The Chair gave leave for the matter to be discussed and Mr Goldsworthy explained that as a thorough investigation had needed to be carried out, the matter had taken several months to resolve, and he apologised to Members for this delay. Mr Goldsworthy explained that samples of the surrounding area had been taken to ascertain contamination levels and any impact on watercourses. The findings of the investigation were that there was a very low impact in terms of contamination to the surrounding area and no impact on watercourses. Consequently this incident was classed as a Category 3 breach which related to a low level of action required from NRW and which resulted in a formal warning letter to Gelliargwelt Uchaf Farm. NRW explained that a reoccurrence of such an incident could lead to a stronger enforcement action response.

Mrs Emily Roe of NRW added that there was a reasonable explanation for how this unpermitted woodchip came to be found around the site. She explained that the farm had been asked to cease the spreading of this type of woodchip in September 2014 following the introduction of new legislation. The farm claimed that the woodchip that had been detected since this time was a result of residue left in the bottom of the slurry tanks and which had subsequently been distributed during slurry spreading activities. Tests carried out on woodchip samples supported the farm's claim that this woodchip was historical residue.

A Member of the Group perceived the incident as a licence breach and suggested that robust action should be undertaken as a result. NRW officers clarified that the incident was not a breach of licence and explained that the term "breach" is used to categorise incidents investigated by NRW. The Member suggested that any re-occurrence of the woodchip incident should result in escalated action against the site, and explained that in his view, the spreading of the woodchip was a re-occurrence of a previous incident. NRW officers reiterated that this was the first incident since the company had been asked to cease the spreading of this woodchip. The Member was not satisfied with the response received.

Another Member of the Group sought clarification on the spreading on the unpermitted type of woodchip, and NRW officers explained that the product was not deliberately spread and had become mixed in with the other slurry as a result of the residue at the bottom of the tank. A Member pressed for a response from the Bryn Compost representatives in attendance, but the Chair explained that NRW had provided the response as they were the investigating party. NRW reminded Members that this was a matter for Gelligarwellt Uchaf Farm, not Bryn Compost, with the Chair reiterating to Members that the purpose of the Liaison Group was to deal with matters relating to Bryn Compost and not the associated farm.

The Group then turned their attention to the other matters arising and reference was made to the previous meeting of the Liaison Group on 13th January 2015, where it was agreed that Environmental Health would liaise with Bryn Compost to arrange for the possibility of odour releases around the week of the Urdd National Eisteddfod 2015 event to be minimised. Ceri Edwards, Environmental Health Manager, confirmed that she had contacted Mr Price of Bryn Compost and he had agreed to minimise odour-releasing activities around the event period (such as slurry/leachate spreading activities, emptying vessels and moving the windrows).

6. UPDATES FROM NATURAL RESOURCES WALES

The Group were referred to the overview of odour complaint data for Bryn Compost between 1st January and 31st March 2015, with all three months now displayed on the same graph. The data detailed the number of calls received by NRW, together with the type of odour detected if NRW officers attended the site in response to the complaint received. The recorded wind direction on the day of each set of complaints was also included on the dataset as a new feature. Where the wind direction was detailed as 'potential', this indicated that there was a potential for the odours to be coming from the Bryn Compost facility and Gelligarwellt Uchaf Farm directions. Where the wind direction was detailed as 'wrong direction', this indicates that the source of any odour could not have come from the Bryn Compost facility or Gelligarwellt Uchaf Farm.

Mrs Roe summarised the data over the three-month period and explained that a number of complaints were received in January but did not trigger NRW attendance under current procedures. A routine site visit on 20th January 2015 did not detect any odours. There was an increase in odour complaints at the beginning of February, and NRW attended site on these occasions and attributed the odour to slurry spreading activities. NRW also attended site towards the end of February following complaints and attributed the odour to slurry spreading activities from a neighbouring farm.

A complaint was received on 17th March 2015 and NRW attended but were unable to substantiate any odours that day. They had received notification that farming related activities that could give rise to odour were being carried out in that area, which could have dissipated prior to the officer's arrival. NRW also attended site on 20th March 2015 following a number of calls, and a transient odour was detected in the area, but the Investigating Officer was unable to find the source of the odour at this time. There were no compost odours detected by NRW during any of the site visits over the three-month period and Mrs Roe explained that this was an encouraging sign that compost odour was not causing an issue in the local area.

A Member raised a query in regards to the farming odours detected and the Chair reiterated that the purpose of the Group was to deal with matters relating to the Bryn Compost facility. A Member queried whether there was a seasonal pattern to the odour complaints, and Mrs Roe explained that NRW received a higher level of complaints in the summer period with the warmer weather.

A Member referred to the transient odour detected on 20th March 2015 and sought clarification on the definition of this odour. Mrs Roe explained that 'transient' is a phrase used within odour assessments and that it refers to an odour that is not persistent or long-lasting. Mrs Roe also explained that a different measurement is used to measure the strength of an odour to determine how offensive it is.

Members' attention was directed to the second graph contained within the meeting papers which displayed the number of odour complaints for Bryn Compost over a two year period between March 2013 and March 2015. Mrs Roe explained that the graph indicated an increase in complaints in the summer months and also during a period of warm weather in September 2014. Members were asked to note the decreasing trend line which indicated a decrease in detectable compost odours in the local community.

A concern was raised by a Member as to whether this decreasing trend line was a true reflection of a decline in detectable odour or whether there were other reasons for the decline, such as a lack of reporting by local residents. A Member who lived in the Nelson area stated that whilst there appeared to be a decline in the frequency of odours, there was a feeling that complaints were not being proactively addressed by NRW and therefore local residents were reluctant to report odours.

The Member elaborated further on this comment by explaining that she had made a number of odour complaints that had not been recorded by NRW, and another Member evidenced the next graph in the meeting papers which detailed the complainants by location and which did not include any in the Nelson area. **The Chair asked that the Member from Nelson forward the reference numbers for these complaints to NRW so that the matter could be investigated. He also requested that a report be brought back to the next Liaison Group meeting detailing the reason why these complaints had not been recorded.**

Members' attention was directed to the final graph in the meeting papers, which displayed the number of complaints over the same period (1st January 2015 to 31st March 2015), split into the location of each odour complainant. This graph was accompanied by a map showing the centralised location of where the odours were detected. NRW officers were pleased to note the comments of a Member from Penybryn who stated that he could no longer detect odours in the area.

7. REVIEW OF FREQUENCY OF MEETINGS

At the previous meeting of the Bryn Compost Liaison Group, it had been agreed that a review of the frequency of meetings would be undertaken at the next meeting.

The Chair noted the consistent decrease in odour complaints and commented on the fact that there had been no compost odour complaints recorded by NRW in the first quarter of the year. With this in mind, he proposed that the frequency of meetings be reduced to every six months. Members referenced the increase in odour complaints over the summer months and felt that the meetings should be kept on a quarterly basis as a result. The Chair proposed that the meetings be reduced to every four months to allow NRW to produce three months' worth of odour complaint data at each meeting. This was agreed by the Members of the Group.

The Chair thanked those present for their attendance.

The meeting closed at 2.36 p.m.

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VOLUNTARY SECTOR LIAISON COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN
ON WEDNESDAY 17TH JUNE 2015 AT 10.30 A.M.

PRESENT:

Mr. R. Cooke – Chair

Councillors:

Ms. L. Ackerman, Mrs. E. M. Aldworth, P. J. Bevan, D. G. Carter, Mrs. P. Cook, R. W. Gough,
C. Hawker, K. James, G. Johnston, A. Lewis, R. Woodyatt

Together with:

Abbeyfield	-	Mr. P. Jones
Bargoed YMCA	-	Ms. J. Price
Caerphilly 50+ Forum	-	Mr. D. Morgan
Caerphilly Groundwork Trust	-	Mr. B. Dando
Caerphilly MIND	-	Ms. J. Lawton
Caerphilly Parents & Carers Forum	-	Mrs. B. Helps
Caerphilly People First	-	Mr. C. Luke
Cancercareline	-	Mr. A. Read
Disability Can Do Organisation	-	Mrs. H. Williams
GAVO – Assistant Chief Executive	-	Mrs. E. Forbes
SYDIC	-	Mr. M. Bridgman
The Parent Network	-	Ms. M. Jones
The Vanguard Centre	-	Mrs. M. Wade
Van Road United Reformed Church	-	Mr. J. Wade

Also present:

J. Dix (CCBC Policy & Research Manager), J. Elliott (CCBC Senior Research Officer),
S. Crane (ABUHB), H. Llewellyn (Town & Community Council Representative), Kelsey Pitt
(CCBC – Youth Worker), Ethan Davies (Youth Forum Representative)

1. APOLOGIES

Apologies for absence were received from Cllrs. J. Bevan, Mrs. P Griffiths, J. A. Pritchard,
D.W.R. Preece.

Also from, Mr. L. Clay (Abertridwr Community Church), Ms. P. Jones (Caerphilly Care &
Repair), Mrs. C. Williams (CRUSE Bereavement Care), Mr. M. Featherstone (GAVO Chief
Executive) Mr. G. Mitchell (Graig-Y-Rhacca Communities Partnership), Ms. M. Snowden
(Homestart Caerphilly Borough), Mrs. J. Morgan (New CLURV), Mr. K. Viney (The
Settlement), Mr. D. Brunton (VOLUME), Sgt. A. O'Keefe (Gwent Police), Mrs. M. Chapman
(Office of the Police & Crime Commissioner for Gwent), Mrs. D. Crossman (South Wales Fire
& Rescue Service), Mrs. D. Lovering (Caerphilly Business Forum Representative),
Alison Palmer (CCBC/GAVO)

2. APPOINTMENT OF A CHAIR AND VICE-CHAIR FOR THE ENSUING YEAR

Nominations for the Chair of this Committee were requested from those present. Cllr. D. Carter was proposed and seconded. There were no other nominations.

Nominations for the Vice-Chair of this Committee were also requested from those present. Mr. R. Cooke was proposed and seconded. There were no other nominations.

Cllr. D. Carter then assumed the Chair for the meeting.

3. DECLARATIONS OF INTEREST

None declared.

4. MINUTES

Jackie Dix (Policy & Research Manager, CCBC) reminded the Committee that under the Compact Agreement, Compact Partners are required to provide written reports in advance to the Policy Unit, to go out with the committee papers. For this meeting there were only three reports from Compact Partners. It was noted that only brief reports are required on items of interest for the Voluntary Sector from the Compact Partner organisation.

The accuracy of the minutes of 18th March 2015 was agreed.

5. LAUNCH OF THE COMPACT ACTION PLAN ANNUAL REPORT 2014-15, AND THE GRANT SCHEMES BOOKLET 2015-16 – CLLR KEITH REYNOLDS, LEADER OF THE COUNCIL

The Leader said that he was delighted to be involved in the long-standing, vibrant and successful collaboration that has developed between all partners within the Compact since it was established back in 1999. The Compact is more than just a strategic document, it reflects the essence of what we are all trying to achieve. It is highly appropriate that the Action Plan is entitled 'DELIVERING TOGETHER', because it is clear that we are all working hard together for the benefit of everyone across our local communities.

The aspirations outlined in the Compact are delivered through the annual Action Plan. This key document provides a detailed programme of work involving all partners and it is encouraging to see that so much has been achieved over the past 12 months.

It is vitally important that we continually review and evaluate our work to ensure we are on track. That is why this Action Plan is such a key document which allows us to track progress and take any corrective measures if needed.

I would also like to take this opportunity to announce the launch of our new Grant Schemes booklet for 2015/16. This useful little publication provides a wealth of information on the grants available to support community groups, individuals and business across the county borough. I'm sure that it will be put to good use and help to help draw down funding for many positive schemes and projects in the future.

I now look forward to the year ahead and I'm sure that we will see many more excellent examples of successful partnership working at its finest thanks to our innovative Compact Agreement.

The Chair thanked the Leader for his speech which highlighted the good work of the Voluntary Sector Liaison Committee and the Compact Partners.

At this point Cyril Luke (Caerphilly People First) said that he would like to state that he was pleased with the good way Caerphilly County Borough Council has engaged and worked with the voluntary sector. He said that he had major concerns about the outcome of local government reorganisation plans which have just been made public, and would not like to see voluntary sector and council co-operation diminished in the Caerphilly county borough area.

Peter Jones (Abbeyfield) said that he would be in favour of adding local government reorganisation to future agendas as a standing item. This was put to the Committee, and was agreed.

The Chair asked for the Leader and Chris Burns (Interim Chief Executive, CCBC) to attend the September committee meeting to discuss local government reorganisation.

6. INTRODUCING THE CAERPHILLY YOUTH FORUM AND WORK AROUND DOMESTIC ABUSE – CAERPHILLY YOUTH FORUM REPRESENTATIVE

Ethan Davies, the Youth Forum's Media Officer, gave a PowerPoint presentation to the Committee on their work around prevention of domestic abuse. Domestic abuse is the Forum's priority issue this year under the Health, Social Care & Well-Being theme. It was discovered by the Youth Forum that there are not enough services for the different age groups affected when it comes to domestic abuse.

Various members of the Forum made a pledge at the White Ribbon event. They have also designed a White Festival wrist band which promotes respectful relationships. On one side of the wrist band the logo states:- 'No Excuse For Abuse' and on the other side states:- 'Live Fear Free 0808 80 10 800'.

On a visit to Abernant Lake Hotel the project group worked on the priority issue, and came up with ideas for the publicity leaflets, films / animation, and the launch. They worked on the White Ribbon Campaign alongside Llamau, Wales's leading homelessness charity, which provides a wide range of services, in relation to domestic abuse, and is the largest provider of refuge accommodation in Wales. The Forum also supported Safer Caerphilly and entered the 'Tweet your feet,' campaign, to raise awareness of Domestic Abuse.

The Youth Forum has created a poster focusing on Healthy / Unhealthy Relationships. The Forum are holding a launch event which will run from 20th – 27th November, to ensure the message is widely broadcast. The Youth Forum intends to distribute the resources which they have created to various schools, colleges, youth clubs, libraries etc., throughout the county borough. The intention is to train young people around the county borough in: Freedom from Violence, Agored Cymru Level 1.

Follow us on twitter: @caerphillyYF

The Youth Forum has an attendance of about 80 – 100 when it meets on a weekly basis. The project group consists of about 20 people. Every November the Forum select a new annual priority.

The Chair asked the Committee if they had any questions for Ethan. The Committee asked when would the wrist bands be available? The reply was that they will be available on the day of the launch 20th November.

The Chair asked if the Youth Forum could attend the December committee to update on how the White Festival wrist band launch went, and on the wider White Ribbon Campaign. Other committee members also asked if the Youth Forum could be regularly represented on this Committee, which was agreed for Jackie Dix to follow through with Clare Jones (Youth Forum Co-ordinator, CCBC).

A comment was made from a committee member thanking the Youth Forum for their successful work in the past, in public parks on the issues of park safety, no smoking in parks, the issues related to dogs.

The Committee felt it would be useful for GAVO or CCBC members on the committee to meet with the Youth Forum to discuss work areas, and the Chair noted he would like to meet with the Youth Forum. Jackie Dix to action.

The Chair thanked Ethan for his informative presentation, and this was followed by applause of appreciation from the committee.

7. COMPACT PRESENTATION AND QUESTIONS & ANSWERS: UPDATE ON NEIGHBOURHOOD CARE NETWORKS (NCN'S) – SAM CRANE, ANEURIN BEVAN UNIVERSITY HEALTH BOARD

Sam Crane delivered this PowerPoint presentation. There are three NCNs in Caerphilly: North, East and South, led by GPs and collaborating with partners on:

- Understanding local health needs and priorities;
- Developing NCN Action Plans linked to elements of individual GP Practice Development Plans;
- Working with partners to improve the co-ordination of care and integration of health and social care;
- Working with local communities and networks to reduce health inequalities.

There are common themes in most NCN Action Plans concerning improving communication with hospitals and transfer of care into Primary and Community Care, and to improve mental health services for adults and young people. There are also Public Health priorities for example; smoking cessation support, and to increase uptake of immunisations.

Future priorities include understanding the needs of the population served by the NCN and ensure the sustainability of GP Services. Other areas to concentrate upon are ensuring access arrangements meet the reasonable needs of local patients and to ensure that patient's needs are met through prudent care pathways, facilitating rapid, accurate, diagnosis and management and minimising waste and harm.

The NCN's will provide high quality, consistent care for patients who have urgent care needs and will support continuous development of services to improve patient experience, and will co-ordinate care. They will target the prevention and early detection of cancers, and improve the delivery of end of life care.

There is a commitment to NCN's with £6 million of Welsh Government funding for NCN's in Wales.

There are direct NCN Links with Local Service Boards and in the Single Integrated Plans.

The function and structure of the Healthy Theme and the refreshing of the Health Plan's priorities needs will be examined. This is especially so as the Plan needs to be refreshed as it is now 3 years old. There will be a need to concentrate on a few key priorities to ensure that they are achieved. This will ensure that actions will need to have clear outcome measures. Public Health Wales have reviewed Health related SIP Performance Indicators and have advised some changes.

At the conclusion of the presentation the Chair asked if there were any questions on NCN's.

One query was, when will the NCN on line directory be available? Sam replied that this work was being led by Susanne Maddax, who is the GAVO Health & Social Care Facilitator. The directory will cover a wide range of services across the third sector, and is progressing.

Another question was asked regarding the problem of recruitment of GP's. Sam answered by saying that this was a UK wide national problem and not just confined to South Wales.

A new initiative, locates a pharmacy within some practice surgeries. This reduces the workload on GP's when they provide prescriptions for patients. In the larger practices in Caerphilly county borough there are Practice Nurses with social work backgrounds, to identify and address some social care issues presented by patients.

It was pointed out that a particular notice, had been spotted on display in the surgery of at least one practice in the area which indicated 'One Appointment One Illness,' at which many patients took offence. They felt that this inhibited a thorough and accurate diagnosis from the G.P. Sam said that she would check on this and provide feedback.

The Committee agreed for Sam Crane to provide an update report on the operational framework of NCN's at the December meeting.

The Chair thanked Sam for her in depth presentation.

8. VOLUNTARY SECTOR REPRESENTATIVES QUESTION ON HOW THE VOLUNTARY SECTOR CAN GO ABOUT OFFERING THIRD SECTOR SOLUTIONS TO SUPPORT SERVICE DELIVERY WITH THE NEW LEISURE STRATEGY, AND TO ASSIST COMMUNITY CENTRES IN KEEPING COMMUNITY SERVICES RUNNING. COMMITTEE DISCUSSION ON WRITTEN ANSWERS SUBMITTED

The Voluntary Sector Representatives on the committee felt that one comment in the officer's reply on community centres implied that the voluntary sector did not have the professional skills to manage community centres. Jackie Dix explained that the comment was not intended to be critical and that more third sector volunteers are needed to join the management committees of community centres, and that the contact details of the officer are provided for further discussion.

Councillors felt that maybe the Voluntary Sector Representatives had misinterpreted the officer's response. They pointed out that the officer was working to uphold statutory and professional duties, and requirements, so that appropriate standards could be maintained and that community centres could deliver a safe service to the public.

Jackie Dix further added that it was a difficult question for officers to answer as the Council is not currently going down the line of contracting out the management of community centres and leisure facilities. Mike Bridgman (SYDIC) suggested that the Voluntary Sector Representatives may wish to discuss a revised question on this subject.

9. STANDING ITEM: BUDGETS

Jackie Dix explained that the Council will be running a seminar for Councillors on budget setting, and to discuss possible savings options in July. The Chancellor of the Exchequer will also be giving his Budget to Parliament on 8 July, which will determine the amount given to the Welsh Government, which will affect the annual determination of funding to **local** government in Wales. Over the autumn, future savings options in setting the Council's budget will become more apparent, and these will be brought to the attention of this committee.

Some Voluntary Sector Representatives suggested that potential savings could be made by a reduction in back office staff within the local government re-organisation plans. The Chair

said that when re-organisation does take place, following the experience of the last re-organisation, more back office staff will be needed in the transition phase for at least three or four years afterwards.

It was agreed that the re-organisation plans, recently released by the Welsh Government, were going to take a long time to enact, and that until then it would be unrealistic to discuss what savings could be made on a local basis.

Cllr Gough requested that Chris Burns (Interim Chief Executive, CCBC) be invited to December meetings of the Voluntary Sector Liaison Committee to update on budgets. This was put to the Committee, and was agreed.

10. OPEN DISCUSSION: WHAT'S HAPPENING IN THE COUNTY BOROUGH (AN OPPORTUNITY FOR ALL COMPACT PARTNERS AND COMMITTEE REPRESENTATIVES TO RAISE KEY ISSUES)

Cyril Luke (Caerphilly People First) said that he was aware that other Local Authorities working with people with learning disabilities, had put their work out to tender, encouraging bids from private sector organisations. He felt that the service provided from some private sector organisations was not good. However, he said that Caerphilly County Borough Council provides an excellent service, and is more than willing to work with the voluntary sector. He said that he would like GAVO to provide information on which other councils, in the Gwent area are contracting out services across the board, and budget cuts they are making. Emily Forbes (Deputy Chief Executive, GAVO) agreed to obtain this information and bring the results to the September meeting.

11. ITEMS OF INTEREST FROM THE VOLUNTARY SECTOR COMPACT PARTNERS (ONE QUESTION ONLY FOR EACH REPORT – UP TO 15 MINS)

- a) **Aneurin Bevan University Health Board** - a written report was provided with the committee papers. There were no questions raised on this report.
- b) **GAVO** – a written report was provided with the committee papers. There were no questions raised on this report.
- c) **Digest of Committee Reports from Caerphilly County Borough Council** – a written report was provided with the committee papers. There were no questions raised on this report.

It came to the attention of the Secretariat following the meeting that the Office of the Gwent Police and Crime Commissioner had submitted a written report, with apologies made to the Office.

12. COMMUNITY PLANNING QUARTERLY BRIEFING – JANUARY – MARCH 2015

Item for information only. Jackie Dix updated the Committee on the One Beat event described within this report. The One Beat event will now be taken out into the community. The Roadshows will take place at four venues over the next twelve months. The dates, times and locations are listed on pages 32-33. Emily Forbes (Deputy Chief Executive, GAVO) agreed to send out more detailed information on the One Beat Roadshows to the Committee.

13. DECISION & ACTION SUMMARY

SUBJECT	DECISION	ACTION
1. Nominations for the Chair of Voluntary Sector Liaison	Cllr. D. Carter was proposed and seconded	Cllr. D. Carter to assume Chair of Voluntary Sector Liaison Committee until June

Committee		2016.
2. Nominations for the Vice Chair of Voluntary Sector Liaison Committee	Mr. R. Cooke was proposed and seconded	Mr. R. Cooke to assume Vice Chair of Voluntary Sector Liaison Committee until June 2016.
3. Written items of interest reports for the Voluntary Sector from Compact Partner organisations	The Committee were reminded that under the Compact Agreement, Compact Partners are required to provide written reports in advance to go out with the committee papers.	All Compact Partners to provide written reports to the Policy Unit three weeks in advance of the committee meeting.
4. Local Government Reorganisation	<p>Peter Jones (Abbeyfield) requested for local government reorganisation to become a standing item on the agenda, which was agreed by the Committee.</p> <p>The Chair asked for the Leader and Chris Burns (Interim Chief Executive, CCBC) to attend the September committee meeting to discuss local government reorganisation.</p>	<p>Local government reorganisation to become a standing item on the committee agenda.</p> <p>Interim Chief Executive, CCBC and Leader invited to address the September committee meeting on local government reorganisation.</p>
5. Youth Forum White Ribbon Campaign	<p>The Chair asked if the Youth Forum could attend the December committee meeting to update on the White Ribbon Campaign.</p> <p>Committee members also asked if the Youth Forum could be regularly represented on the Voluntary Sector Liaison Committee.</p> <p>Chair requested to attend future Youth Forum meeting to discuss the work of the Voluntary Sector Liaison Committee.</p>	<p>Youth Forum invited to address the December committee meeting on the White Ribbon Campaign, and their new annual priority.</p> <p>Jackie Dix to discuss with Clare Jones (Youth Forum Co-ordinator, CCBC). Following the meeting it was felt this request would prove difficult with Youth Forum members school commitments, although members may be able to attend meetings falling in school holidays.</p> <p>Jackie Dix passed on request to Clare Jones (Youth Forum Co-ordinator, CCBC).</p>
6. Neighbourhood Care Networks (NCNs)	Committee agreed for Sam Crane (Aneurin Bevan Health Board) to provide an update report on the operational framework of NCN's	<p>Sam Crane to present on the operational framework of NCN's at the December committee meeting.</p> <p>Sam Crane to clarify when NCN on line directory will be available. Following meeting an update was circulated</p>

		<p>stating - <i>on a national scale, the Welsh Government are planning to implement a 111 information and advice service. Therefore the scoping of improving signposting between services remains a priority but timescales have been altered due to national events.</i></p> <p>Sam Crane to investigate why some GPs have put notices on their doors saying 'one illness one appointment' . Following meeting Sam Crane informed – <i>Historically, in order to manage time constraints, some practices displayed notices in their reception areas informing patients that only one problem can be discussed. The Health Board has been working with Practices across Aneurin Bevan University Health Board to improve access. All General Practitioners across Gwent have been contacted informing that clinically this is not considered to be good practice, as it could influence the assessment by the General Practitioner, and may be detrimental in ensuring timely diagnosis and treatment for patients.</i></p>
7. Budgets	Cllr. Gough requested that Chris Burns (Interim Chief Executive, CCBC) be invited to December meetings of the Voluntary Sector Liaison Committee to update on budgets	Chris Burns to speak to the December committee meeting on budgets.

8. Contracting out services and budget cuts across Gwent local authorities	Cyril Luke (Caerphilly People First) requested GAVO to provide information on which other councils, in the Gwent area are contracting out services across the board, and budget cuts they are making	Emily Forbes to provide update at the September committee meeting.
9. One Beat Roadshows	Emily Forbes agreed to send Committee detailed information on the One Beat Roadshows	Emily Forbes to disseminate information.

14. DATE OF NEXT MEETING:

16th September 2015 at 10.30am in the Sirhowy Room, Penallta House.

Meeting ended 12.15pm.

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BARGOED TOWN CENTRE MANAGEMENT GROUP

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK
ON WEDNESDAY, 3RD JUNE 2015 AT 4.00 P.M.**

PRESENT:

Councillors:

H.A. Andrews, D.T. Davies, A. Higgs, K. James, D. Price, K. Reynolds

Together with:

H. Llewellyn (Town Councillor), D. Morgan (Town Councillor), A. Collis (Town Councillor),
J. Bissex (Community Councillor)

Also:

Inspector Muirhead (Gwent Police), Mr. Peter Collins (Bargoed Chamber of Trade),
A. Highway (Town Centre Development Manager), S. Wilcox (Assistant Town Centre
Manager), A. Dallimore (Team Leader - Urban Renewal), A. Jones (Clerk)

1. APPOINTMENT OF CHAIR

Mr Highway opened the meeting and asked for nominations for Chair.

Councillor D. T. Davies was nominated and seconded. Councillor Davies accepted the position.

2. APPOINTMENT OF VICE CHAIR

Councillor Davies asked for nominations for Vice Chair. Councillor D. Price was nominated and seconded. Councillor Price accepted the position.

3. APOLOGIES

Councillors: D. Carter, V. Stephens (Town Councillor), P. Hudson (Marketing & Events Manager).

4. DECLARATIONS OF INTEREST

There were no declarations of interest made.

5. MINUTES OF PREVIOUS MEETING (11TH MARCH 2015)

Previous minutes were taken as read.

6. CINEMA UPDATE

Cllr Keith Reynolds provided the group with the following update on the cinema, which will be released in the press at 5pm on the 3rd June 2015:

The Council's aspirations to attract a cinema operator to the town began with initial plans for a cinema back in 2010; these had to be revised last year when it became clear that the costs of the scheme were in excess of the funding available.

Over the past year the Council has been working to re-design the scheme to make it commercially viable. Unfortunately, the current cost estimates are that the scheme would cost around £8.4 million. Although the Council had committed £1.9m to the scheme along with a contribution from the developer, this still leaves a shortfall of at least £1.5m in the project. As a result the project is unable to proceed.

The Council will now explore alternative uses for the development site.

Councillor Reynolds said, "To date we have invested around £90 million in various regeneration led projects for Bargoed thanks to significant Welsh Government and European funding contributions. These include numerous land reclamation schemes, the new Bargoed by-pass and a variety of town centre projects designed to bring business and jobs into the town.

Some of the major schemes have been the refurbishment of the Hanbury Chapel as a new library and Customer First Centre, the opening of a new Morrisons superstore and a number of other new retail units; improvements to car parking; an improved park and ride facility near the railway station; relocation of the Council's Contact Centre into part of the former Woolworth's store and over £9 million worth of improvements to the general environment of the town.

I am disappointed that the cinema project has not been able to proceed, but we will continue to press on with plans to build on the success of the regeneration strategy for the town".

The Chair thanked Councillor Reynolds for providing the statement to the group and then informed the group that the decision has been made by Odeon, which is disappointing and that a meeting has been requested with members to discuss going forward. The date of the meeting was confirmed to take place on the 11th June with members and the Chief Executive.

The Chair stated that the timescale is a concern and also that the area is not left in its current state. He confirmed that plans for the site would be discussed at the meeting.

Councillor Collis expressed his disappointment at the news and stated that the whole regeneration programme was built around leisure and he would like to ensure that this is still the case.

Members of the group also expressed their disappointment and although they were not surprised by the news, they wished that the announcement could have been made sooner.

Mr Dallimore informed the group that officers were also disappointed, as they have worked hard. Officers would now need some time to assess the viable alternative options for the site.

The Chair thanked officers for all of their hard work and thanked the Leader for informing this group before the update was released in the press.

7. UNIT SHOPS UPDATE

Mr Dallimore advised that Units 5 & 6b are up and trading as Greggs and Subway. A “Shop Jacket” coffee shop decal has been installed on the windows of Unit 7. There is an offer in at present in respect of Unit 4.

Officers are working to find a tenant for Units 1&2, but this has been delayed whilst the prospective retailer is engaged in a takeover proposal. The initial period has been delayed by a further three-months at the request of the Competition Commission. Councillor Price asked how much of the three-month period has elapsed. Mr Dallimore advised that the additional period is due to end in October 2015.

The Council and its agents are working to secure two other retailers – this work is still ongoing and will ensure that there are alternative options for the units.

Mr Dallimore advised that further discussions need to take place at Bargoed Project Board to widen the market scope. Officers and agents have been offering incentive packages to attract businesses.

Mr Highway advised the group that at present retailers are spending less and trying to find retailers to open new businesses is very difficult, using retail property agents is the best way to proceed. The group were assured that the agents and officers are working together to follow up every opportunity to secure tenants.

Members expressed concern as to whether businesses would no longer be interested, as the cinema is not going there.

Mr Highway stated once the anchor store is secured, the expectation is that more businesses will follow.

The Chair thanked officers.

8. HJJJ UPDATE

Mr Dallimore advised that now the building has been demolished restoration work needs to be undertaken on the gable end of neighbouring properties. At present the design is being tweaked to ensure minimum disruption to tenants.

Works are 3 weeks behind schedule due to utilities work. The anticipated completion date is 10th July 2015.

Members asked where funding was coming from. Mr Dallimore advised that it was European funding which must be drawn down by the end of June.

9. BARGOED STREET WORKS & POCKET PARK UPDATE

Mr Dallimore informed the group that works are progressing well. The artwork base is installed but that there had been some concern about the gas main beneath, however there were no problems and the foundations are now in place.

The daffodils are due to be installed this week and the artist will be bringing his team to carry out the work. The installation should be completed within a few hours.

The feature granite wall will be finished within the next few days. Six trees will be added to create a more attractive area.

Mr Dallimore advised that the Lowri Plaza works are between 70% and 80% complete. The installation of the bollards will be last part of the programme and locations have been agreed. There will be 21 bollards in total. The programme is due to be completed by mid to late June.

10. BUSINESS IMPROVEMENT GRANT UPDATE

Mr Dallimore apologised for not being able to prepare a written report for the meeting. The Group were advised that work has been completed to CC Sports and other shops. The Chair has requested that a letter of thanks be sent to all shops that have had works carried out under the scheme

The Chair asked if there was any underspend in the funding that could be made available for other shops. Mr Dallimore advised that all paperwork needed to be completed by the end of June to comply with the European funding regulations, so timescales would be too tight for other businesses to apply.

There may be further European funding available under the Cohesion programme, but it is unlikely that it will be focussed on town centre improvement programmes.

The Chair thanked Mr Dallimore.

11. CHOOSE THE HIGH STREET PAST & PRESENT

Mr Highway presented a Power Point presentation to the group on the progress of the "Choose the High Street Past & Present" campaign.

Members were advised that Mr Wilcox has been working with the local schools to participate in the artwork displays.

The 'street galleries' have been well received, since the photo boards were displayed in local shop windows people have expressed an interest in purchasing them.

The photos in the street galleries are available on the CCBC website, Flickr Page and exhibitions will take place in libraries in each town.

Mr Highway thanked Mr Wilcox for all of his hard work.

Cotton bags have been handed out in libraries to promote the campaign and a competition to win shopping vouchers has been launched.

12. ICE RINK UPDATE

Mr Highway passed on Mr Hudson's apologies and read out the following update:

A provisional quote has been received from an ice rink contractor to stage an ice rink under cover, therefore saving on marquee and flooring costs. The quote, although not binding, would indicate that the event could be run at a reduced cost compared to last year, potentially making it viable with support from the Council's new Community Match event fund and from the Bargoed Town Council.

Confirmation on how the new funding scheme is going to run is awaited from Finance.

A letter has been sent to Morrisons requesting support from them to allow the Ice rink to be staged in their underground car park and they have verbally responded (this week) that they will support the event. We await confirmation of this agreement via e-mail from the store manager.

Once received, we will start to work on a legal agreement and start the process of tendering for an ice rink contractor and to support a request for internal funding from the aforementioned scheme.

13. FOOTFALL DATA ANALYSIS BARGOED TOWN CENTRE

Mr Highway presented his report to the group. The group discussed the positioning of the cameras and raised questions as to whether the cameras were in the right places as it was identified that pedestrians can come in and out of the town and not necessarily pass either camera.

Members discussed that there is a definite difference in footfall figures from the North side of the town to the South side.

Mr Highway advised that it is anticipated that footfall will improve once the unit shops are all let.

The Chair thanked Mr Highway for his report.

14. COMMERCIAL USE NORTHERN END OF BARGOED UPDATE

Members discussed the North of the town centre and it was suggested that vacant units could be used to relocate officers who are vacating Pontllanfraith House.

Councillor Reynolds advised that the Authority is looking at all viable options for relocating staff.

15. BARGOED TOWN CENTRE AUDIT – APRIL 2015

Mr Highway presented the audit and the follow items were discussed.

Councillor Price queried as to when the steps on Hanbury Road would be dealt with. Mr Dallimore advised that at present the works would not be carried out due to costs. The Chair advised that this was not acceptable and asked that the work be carried out as soon as possible. Mr Dallimore confirmed that he would look to see if there are any funds available from the town centre budget.

Councillor Price advised that the notice board key has not been handed over and has requested that officers arrange for it to be passed to the Town Clerk.

Mr Dallimore advised that the flooding in Riccis café was found to be from construction debris in the drainage channels, which has now been cleared.

Members discussed with Inspector Muirhead the parking issues and limited waiting bays.

Inspector Muirhead advised the group that the Police have been present to educate by enforcement and he was hopeful of an improvement. Police have been instructed when they go through town to issue tickets.

Mr Dallimore informed the group that contractors are due to replace the double yellow lines shortly this will also be a deterrent to drivers who illegally park.

There were no further issues raised on the audit.

The meeting closed at 17:51

CHAIR

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BLACKWOOD TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, PENALLTA HOUSE
ON FRIDAY 5TH JUNE 2015 AT 2:00 P.M.

PRESENT:

Councillors:

Councillors: P. Cook, N. Dix, C. Hawker, K. James, T. Williams

Together with:

Councillor Z. Hammond (Town Councillor), Mr J Hold (Clerk), PS M Thomas (Gwent Police),
Mr H Edwards (Blackwood Retail Partnership)

Also:

A. Highway (Town Centre Manager), S. Wilcox (Assistant Town Centre Manager), P. Hudson
(Marketing & Events Manager), A. Jones (Complaints Officer - Clerk)

1. APPOINTMENT OF CHAIR

Mr Highway opened the meeting and asked for nomination for Chair.

Councillor Dix was nominated and seconded. Councillor Dix accepted the position and thanked members for nominating him.

2. APPOINTMENT OF VICE CHAIR

Councillor Dix asked for nominations for Vice Chair. Councillor Cook was nominated and seconded. Councillor Dix accepted the position on behalf of Councillor Cook as she was running late – this was later confirmed with Cllr Cook when she arrived.

3. TO RECEIVE APOLOGIES FOR ABSENCE

Councillors: D.T. Davies, E. Aldworth, C. Erasmus (Town Councillor), A. Dallimore (Team Leader - Urban Renewal & Conservation).

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PREVIOUS MINUTES OF MEETING (20TH MARCH 2015)

The previous minutes were taken as read.

6. STEPS BLACKWOOD GATE RETAIL PARK UPDATE

Mr Highway advised the group that Mr Dallimore passed on his apologies and provided the following update

The work to the steps has mostly been completed. There have been delays with the installation of the handrail and the repainting of lines in the car park, but these should be completed shortly. The litterbin and lighting elements are the final phase of the scheme, which are also due to be installed shortly.

The Chair advised the group that the works are a big improvement to this link to the town centre.

7. BEACH PARTY UPDATE

Mr Hudson informed the group that the 'Beach Party' event has been running for several years and is a unique event for Blackwood.

There are 14 banners throughout the Borough and 35,000 flyers have been printed and distributed around the County Borough and Gwent Valleys area to advertise the event. Flyers were also passed around the group.

Mr Hudson advised that the configuration of the 'Beach Party' has been changed so that the event will be more centrally focused; the 'urban beach' will be outside Tidal Stores. There are 28 stalls, donkey rides, funfair, dance groups and more.

The group were advised that on Facebook last week there were over 5000 views of the promotion for the event. Social media figures are very impressive and 600 people stated that they would be attending the event, with this figure increasing daily.

Footfall figures will increase on the day but Mr Highway advised that the Footfall camera is currently broken. Mr Hudson said they were looking into using temporary footfall counters at the events.

The Chair introduced Mr Edwards to the group and asked him what his thoughts were on the event.

Mr Edwards stated that it will be great for the town and even if visitors don't spend in the shops on that day, it will make them aware of what the town has to offer and attract them back in future.

Councillor James stated that the event is very popular and raises the profile of Blackwood and encourages people to come back.

The Chair asked Mr Hudson if shops have been consulted on the event. Mr Hudson advised that this has been done and the organisers have tried to position the rides outside shops that would be closed on the day.

The Events Team has tried to accommodate everyone and no negative feedback has been received.

Mr Hudson was thanked for his update.

8. RED LION UPDATE

Mr Highway advised that Planning officers have already written to the owner in the past requesting that the site be cleaned up. Tim Stephens (Head of Development Control) has asked if the group would like him to write to the owner again and ask what their intentions for the site are. Members agreed that this was the appropriate next step.

9. TOILET BLOCK UPDATE

Mr Highway conveyed an updated from Mr Dallimore who advised that a comprehensive programme is needed and that officers are monitoring the site.

As this building is privately owned the Council cannot do anything other than tidying the area periodically with the owner's consent.

The Chair advised that only if the building was structurally unsafe could we serve a Section 215 notice on the owner.

10. CLEANING OF ARTWORK

Mr Highway advised that the artwork does need cleaning and some of this work can be undertaken by NCS but the balustrade will need special treatment. The artist has been contacted and he has confirmed that he will be undertaking the cleaning of the lantern himself.

Mr Highway informed the group that the Highways Team are painting the railings by ASDA and have done an excellent job. The yellow marking on the steps are also being repainted.

Retailers in the town really appreciate the efforts of their hard work and the Chair requested that Mr Highway pass on the group's thanks for their work.

11. ROAD CLOSURE UPDATE

PS Mark Thomas advised that at the meeting that took place regarding the closure of the road on Thursday nights it was agreed that this will remain in force and be reviewed again in October 2015.

The Chair thanked PS Mark Thomas and requested that thanks be passed back to the Special Constabulary for their work to close High Street each Thursday evening.

12. CHOOSE THE HIGH STREET PAST & PRESENT

Mr Highway presented a PowerPoint presentation to the group on the progress of the "Choose the High Street Past & Present" campaign.

Members were advised that Mr Wilcox has been working with the local schools to participate in the artwork displays. The group were advised that officers had met with pupils from Blackwood Comprehensive who pitched their ideas for new businesses on the High Street as part of a Business Studies course. Councillor James stated that he went along and it was good to hear the pupils' ideas.

The 'street galleries' have been well received – since the photo boards were displayed in local shop windows people have expressed an interest in purchasing them.

The photos in the street galleries are available on the CCBC website, Flickr Page and exhibitions will take place in libraries in each town.

Mr Highway thanked Mr Wilcox for all of his hard work. Mr Highway also thanked Mr Hold for the photographs he provided

Cotton bags have been handed out in libraries to promote the campaign and a competition to win shopping vouchers has been launched.

The Chair thanked Mr Highway and Mr Wilcox for their report.

13. BLACKWOOD TOWN CENTRE AUDIT – APRIL 2015

Mr Highway advised that there were two issues he needed to bring to members' attention. The first was in respect of an incident outside Peacocks in the Market Place. The group were advised that a set of bollards had been demolished when a vehicle crashed through them into the store, causing extensive damage. The Police confirmed that this was not a ram raid and that the person had been arrested and there is an ongoing investigation. The driver is currently receiving treatment.

There were 3 bollards destroyed as well as the shop window. Officers have checked on the ownership of these bollards and can confirm that they are the responsibility of The Market Place Shopping Centre who will be looking to replace them. Peacocks is expected to re-open in the next few days.

The second item is that there have been complaints about people congregating and drinking around the bench by the bakery at the top of Gravel Lane.

PS Mark Thomas advised that the police have increased the number of calls to the area and the Community Safety Wardens have also been going out more frequently to disperse the groups and all will continue to monitor the problem.

The group were advised by PS Mark Thomas that there is going to be a Public Space Protection Order going to Cabinet in July, which will enable more powers move people on.

Mr Highway presented the audit report and advised that in respect of the site of the Poundstretcher building, brief discussions have taken place with the architect with regards to a new retail scheme on the first floor. The Head of Development control is aware of this.

Mr Highway has been requested by the manager of ASDA to thank Lyndon Ross and his team for dealing with the rat problem so promptly.

The cleaning of toilets in the Interchange Bus Station work was carried out promptly by Tony White's team and the Group passed on its thanks.

There were no further issues raised on the audit

The meeting closed 14:58.

CHAIR



CAERPHILLY TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE ON TUESDAY 9TH JUNE 2015 AT 2:00PM

PRESENT:

Councillors:

P.J. Bevan, C. Forehead, J. Fussell, K. James, J. Pritchard

Together with:

Mrs M Hall (Town Councillor), Mr K Williams (Clerk Caerphilly Town Council), Mrs S Cooper (Caerphilly Access Group), Mrs T Undrey, Mrs D Hale, Mrs S Lawrence, (Caerphilly Retailers Association), Mr T Jones (Tommy Cooper Society)

Also:

A. Highway (Town Centre Development Manager), S. Wilcox (Assistant Town Centre Manager), A. Dallimore (Team Leader - Urban Renewal), R. Lloyd (Special Projects Officer), K. Dowdall (Senior Engineer), A. Jones (Clerk)

1. APPOINTMENT OF CHAIR

Mr Highway opened the meeting and asked members for nominations for Chair.

Councillor Forehead was nominated, and 3 members voted in favour. Councillor Forehead accepted the post.

2. APPOINTMENT OF VICE CHAIR

Councillor Forehead requested nominations for Vice Chair.

Councillor James Pritchard was nominated, and 5 members voted in favour. Councillor Pritchard accepted the post.

3. APOLOGIES FOR ABSENCE

Councillors: C. Elsbury, E. Forehead, B. Jones, S. Kent, M. Prew, J. Pritchard.
Mrs J. Hibbert, Professor R Deacon, Mr J Dilworth (Clerk Van Community), Mr K Robottom (Caerphilly Residents Association), Mrs M Godfrey (Environmental Health Officer)

4. DECLARATIONS OF INTEREST

There were no declarations of interest made.

5. MINUTES OF PREVIOUS MEETING (3RD JUNE 2014)

Members requested clarification on the figure recorded in relation to the cost of the Skate Park.

6. AIR QUALITY UPDATE

Ms. Godfrey sent her apologies and provided Mr Highway with the following update that was circulated to the group:

Since the last meeting, not very much has progressed as we are still awaiting the modelling results of the basket of short-term measures from Parsons Brinkerhoff.

I mentioned to the group last time that the basket of short term modelling options was currently with Parsons Brinkerhoff and there had been some hold ups with this work due to the Caerphilly traffic model information being required to input in to the air quality model information being required to input into the air quality model. This is still the case – it is likely that this work will take at least another 6 weeks to complete. When the conclusions of this modelling work are known, I will discuss potential options with our colleagues in Highways and provide an update to the Caerphilly Air Quality Steering Group.

The soft measures within the Action Plan continue to progress, national standards cycling is being delivered within schools, a programme of pollution talks to school children in Caerphilly will commence in September 2015 and further air quality modelling will be undertaken specifically centred around emissions from buses in Caerphilly over the coming year also.

If there are any questions please contact Maria via email.

7. UPDATE ON SKATEBOARD PARK

Mr Lloyd advised the group that since the previous meeting members have provided suggestions of possible locations and thanked members for their input. No decision has been made yet as to the best location.

Councillor Pritchard stated that Morgan Jones would be the ideal location for the town.

Mr Lloyd informed the group that the skate park in Aberbargoed is now complete and advised that possibly a site visit would help members to see the skate park at first hand. Members agreed that this was a good idea.

Councillor Bevan expressed concern over the park being too close to residents so this would need further discussions.

Mr Lloyd advised that further discussions would be taking place and he will bring this item back to the next meeting.

8. CEDAR TREE ROUNDABOUT DISRUPTION WORKS UPDATE

Ms Dowdall introduced herself to the group as Senior Engineer for the Council.

Ms Dowdall presented a PowerPoint presentation to the group on the proposed works to the Pwll-y-pant roundabout and passed around plans showing the extent of the works to be undertaken. The group were advised that these plans were not the final plans as these could still be revised prior to the tender submission.

The group was advised that the process of clearing trees has already been undertaken; the next works will involve full construction of the carriageway.

Funding for the scheme will come from Section 106 money and additional funding has been applied for from a Welsh Government grant. The next step is for the work to go out to tender. The group were advised that the Council has held briefing sessions for the public, details were given to businesses in the Town Centre Gazette and plans have been made available on the Council's website as well as letter drops to residents and businesses. In addition the successful contractor will also need to send out letters as part of their contract conditions.

Ms Dowdall advised the group that the work will cause disruption, but an awareness raising campaign has been running for some time and a dedicated website has recently come online. However the group were advised that Welsh Government has also approved works in neighbouring authorities that will be carried out at the same time, which could have further impacts on the disruption. These works will be in Abercynon to Nelson road and Junction 28 off the M4 and the Basseleg Roundabouts.

Members requested clarification as to whether these works could be re-scheduled; Ms Dowdall advised that Local Authorities have to spend their funds within the same period as CCBC, so she did not believe this was possible.

Ms Dowdall was thanked for her presentation.

9. VELETHON UPDATE

Mr Hudson informed the group that this event has been organised by the Welsh Government and the organisers are *Lagadare*. The Council has signed up to a 4-year programme for this event.

The event will involve five different Local Authorities (Cardiff, Caerphilly, Newport, Monmouth and Torfaen) and will start and finish in Cardiff. There will be 15,000 cyclists with 200 elite riders.

Consultation for the event took place and Cabinet endorsed the road closures and the traffic management plan.

The organisers have sent letters to people affected on the routes over the last 5 to 7 days. Since the route has been agreed the Council has tried to minimise the possibility of residents being 'land locked'. Where possible this has been achieved but some places it has not been possible.

Councillor Pritchard informed the group that a lot of people did not know that the event was coming to the borough as not all places receive *The Campaign* newspaper.

Mr Hudson advised that it is always difficult to communicate the message to all residents, but; to the best of his knowledge, Caerphilly Council has been the only authority to consult with residents. Advertisements were also placed in the *Western Mail*, which was paid for by the organisers.

Discussions took place on how lessons will be learned from this event. All feedback will be passed to the organisers for next year's event to see how it can be improved for the future.

Members expressed concerns as to how emergencies will be dealt with. Mr Hudson advised that the organisers have guaranteed to get emergency calls through road closures and access for carers.

10. PARK LANE UPDATE

Mr Dallimore advised the group that the buildings have been demolished and fencing has been placed around the site. The area will stay like this for the time being.

Work is underway to look at proposals for the site which could compliment the local tourism offer.

There will be a dialogue with organisations including the Council's Park Services on the proposals.

Reports will be brought back to the group in future.

11. WORKING MENS HALL UPDATE

The group were advised that Ms Warrington was invited to the meeting but no response had been received.

Mr Dallimore advised that he left his card with Ms Warrington as he offered to provide some assistance with further quotes for the work. He has not received any communications to date but will make contact again.

12. TESCO UPDATE

Mr Highway read out the following statement that will go in the press today;

Boost for Caerphilly Town Centre

A major national sports retailer is to open its doors in Caerphilly town centre this August in a prime location overlooking Caerphilly Castle.

Caerphilly county borough council can confirm that the former Tesco store on Cardiff Road has been let to Sports Direct, one of the UK's leading sports retailers.

Work to adapt the store for this prestigious new tenant will begin in mid-July with an opening scheduled for August.

Cllr Ken James, Caerphilly's Cabinet Member for Regeneration welcomed the announcement, "This is fantastic news for Caerphilly and it is great to hear that this key site will be brought back into use again after becoming vacant earlier this year. Sports Direct will bring a range of full and part time jobs in the town and we now look forward to welcoming the team to Caerphilly."

"I would also like to take this opportunity to thank Tesco for their help and involvement in this process over the last few months," he added.

Members agreed that this was good news for the town.

13. CHOOSE THE HIGH STREET PAST & PRESENT UPDATE

Mr Highway presented a PowerPoint presentation to the group on the progress of the "Choose the High Street Past & Present Campaign."

Members were advised that Mr Wilcox has been working with the local schools to participate in the artwork displays. The group were advised that The Twyn Primary School has expressed an interest.

The 'street galleries' have been well received, since the photo boards were displayed in local shop windows people have expressed an interest in purchasing them.

The photos in the street galleries are available on the CCBC website Flickr Page and exhibitions will take place in libraries in each town. Caerphilly's exhibition will be in August.

Mr Highway thanked Mr Wilcox for all of his hard work.

Cotton bags have been handed out in libraries to promote the campaign and a competition to win shopping vouchers has been launched.

Members from the Caerphilly Town Retailers Association raised concern over why there were no flowers at the top end of the town. Previously, visitors always commented on how lovely the street looked but this year there are no displays. They would have contributed to the cost of flowers if asked.

Councillor Pritchard asked if there was any reason why there were no flowers at the top of town.

Councillor Fussell advised that he has spoken to Simon Beacham in Parks and mentioned that there are a number of troughs behind the Twyn Community Centre that cannot be seen from where they have been positioned. Councillor Fussell has made enquiries to see if these could be relocated to the top of the town and will speak with Derek Price.

The Chair thanked Mr Highway for the presentation.

Mr Tudor Jones from the Tommy Cooper Society introduced himself to the group and advised that it was the 30th Anniversary last year of the Tommy Cooper's death and the launching of the Tommy's Ticker Campaign.

The group were advised that 2 defibrillators were installed, 1 in the library and 1 in the Tourist Information Centre. The society has decided to install a further two defibrillators, 1 in Blackwood Miners' Institute and 1 in Caerphilly Working Men's Hall.

There will be an event to launch this on Thursday 11th June at 11 o'clock at the statute, where the press have been invited along with the cast of the Tommy Cooper Show who are currently appearing in the Blackwood Miners' institute.

Mr Jones invited all members of the group where they would be able to see one of the defibrillator machines.

The Chair thanked Mr Jones.

14. CAERPHILLY TOWN CENTRE AUDIT – APRIL 2015

A location for the Community Notice Board is still being looked at.

There were no further matters raised on the audit.

The meeting closed at 15:46 pm

CHAIR

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RISCA TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK
ON TUESDAY, 30TH JUNE 2015 AT 2.00 P.M.

PRESENT:

Councillors:

N. George, K. James

Together with:

C. Edwards (Risca East), Mr R Campbell (Clerk Risca Town Council), Insp C Williams (Gwent Police)

Also:

A. Highway (Town Centre Manager), S. Wilcox (Assistant Town Centre Manager), A. Jones (Clerk)

1. APPOINTMENT OF CHAIR

This item was deferred to the next meeting as there were insufficient members to elect the Chair. Councillor George as existing chair was asked to proceed with the meeting.

2. APPOINTMENT OF VICE CHAIR

This item was deferred to the next meeting as there were insufficient members to elect the Vice Chair.

3. TO RECEIVE APOLOGIES FOR ABSENCE

Councillors: D. T Davies (Consultee), P. Griffiths, R. Passmore, D. Rees, H. Dupre (Risca Town Council), B. Hancock (Risca Town Council), Mr A Dallimore (Team Leader Urban Renewal)

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. TO RECEIVE AND NOTE PREVIOUS MINUTES OF MEETING 23RD JUNE 2015

Mrs Hazel Dupre should have been noted as present in previous meeting.

The minutes were taken as read.

6. CHOOSE THE HIGH STREET UPDATE

Mr Highway presented a Power Point presentation to the group on the progress of the "Choose the High Street Past & Present Campaign."

Members were advised that Mr Wilcox has been working with the local schools to participate in the artwork displays.

The 'street galleries' have been well received, since the photo boards were displayed in local shop windows people have expressed an interest in purchasing them.

The photos in the street galleries are available on the CCBC website, Flickr Page and exhibitions will take place in libraries in each town.

Mr Highway thanked Mr Wilcox for all of his hard work.

Cotton bags have been handed out in libraries to promote the campaign and a competition to win shopping vouchers has been launched.

7. PARKING ISSUES ENFORCING 30 MINUTES PARKING & BUS STOP BAYS

Inspector Williams provided the group with an overview of the restructuring within the police authority, the changes of duties and responsibilities and explained how his area now covers Bargoed and Risca.

Inspector Williams informed the group that with regards to illegal parking there is zero tolerance, whilst a number of tickets issued there is not enough resources to monitor the 30 minute parking in the bays.

Officers have been told that they must take action if they see cars parked on zig-zag lines or in bus stops or parked illegally.

The group discussed that there are a number of vehicles parked in the bays all day by retailers. Inspector Williams confirmed that he can provide support by sending out letters to retailers stating that they are not to park in these spaces.

Inspector Williams was thanked and advised any help would be appreciated.

Mr Highway informed the group that he will arrange for a notice to be placed in the Town Centre Gazette to reinforce the 30 minute bay.

8. CUCKOO STATUE UPDATE

Mr Dallimore sent his apologies for the meeting. Mr Highway advised that the area has not been cleaned up and this will be raised with Mr Dallimore.

9. RISCA TOWN CENTRE AUDIT – APRIL 2015

The new footbridge rear of Lidl – Mr Highway advised that there has been active dialogue with legal representatives of all parties, but this is ongoing.

The chair advised that there has been positive comments on the toilet block mural but has noticed that the ladies & gents signs have been covered. Mr Wilcox advised that he will look into it.

The group discussed the installation of Christmas illuminations and Mr Highway advised that Ceri Mortimer, former Clerk, used to arrange the installation of the lights. Mr Campbell was not aware of this and would need to check the budget.

There were no further issues raised on the audit.

The group discussed the attendance at these meetings and agreed that there is a need to encourage members to attend and also look to see if there are any constituted groups that could join the group.

Mr Highway advised members that if they could see if any groups were interested in attending to pass his details on to them.

The meeting closed at 2.45 p.m.

CHAIR

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YSTRAD MYNACH TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE ON TUESDAY 14TH JULY 2015 AT 3:15PM

PRESENT:

Councillors:

A. Angel, K. James, M. James, J. A. Pritchard, D. T. Davies

Together with:

W. David (Community Councillor), C. Mortimer (Gelligaer Community Council Clerk), Inspector Muirhead (Gwent Police), Dr M Jorro (Rhymney Valley Music Club), Mr K Jones (Ystrad Mynach Partnership)

Also:

Mr S Wilcox (Assistant Town Centre Manager), Mr A Dallimore (Team Leader – Urban Renewal & Conservation), A. Jones (Clerk)

1. APPOINTMENT OF CHAIR

Mr Dallimore opened the meeting and asked for nominations for Chair. Councillor Allan Angel was nominated and members voted 3 in favour.

Councillor Angel accepted the post and proceeded with the meeting.

2. APPOINTMENT OF VICE CHAIR

Councillor Angel asked for nominations for Vice Chair. Councillor Martyn James was nominated and members voted 3 in favour.

Councillor Angel accepted the post on behalf of Councillor James.

3. TO RECEIVE APOLOGIES FOR ABSENCE

Councillors: D. Bolter, M. James, E. Aldworth (Consultee), D. Cushing (Community Councillor), Mr A. Highway (Town Centre Manager), Mr P. Hudson (Marketing & Events Manager)

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. TO NOTE THE PREVIOUS MINUTES OF MEETING HELD ON 7TH APRIL 2015

The previous minutes were taken as read.

Mr Wilcox circulated to the group a list of off street parking, which had been requested by Councillor James in the previous meeting.

Mr Wilcox read out the following statement from Clive Campbell in transportation in relation to Siloh Square query raised by Councillor James

'The stop on Siloh Square was established in the late 90s to serve as a single stop for passengers catching buses to Caerphilly as part of a local regeneration scheme. This isn't possible from a stop on Pengam Road.

Urban Renewal has recently funded the installation of a new shelter to replace the previous one. The stop is popular and accessible for passengers travelling from the centre of Ystrad Mynach. If the problem with the location is congestion from illegal parking, then a revised bus stop location is not the answer.

If any member of the TCMG wants to discuss the issue, then I suggest they speak with my colleague Huw Morgan in the first instance. 01495 235089 or MORGANH@caerphilly.gov.uk'

6. CHOOSE THE HIGH STREET PAST & PRESENT UPDATE

Mr Wilcox presented a Power Point presentation to the group on the progress of the "Choose the High Street Past & Present Campaign".

Members were advised that Mr Wilcox has been working with the local schools to participate in the artwork displays.

The 'street galleries' have been well received, since the photo boards were displayed in local shop windows people have expressed an interest in purchasing them.

The photos in the street galleries are available on the CCBC website, Flickr Page and exhibitions will take place in libraries in each town.

Cotton bags have been handed out in libraries to promote the campaign and a competition to win shopping vouchers has been launched.

The Chair confirmed that feedback in Ystrad Mynach is very positive.

Councillor Pritchard suggested that the campaign could possibly be promoted within the banks by displaying posters. Mr Dallimore confirmed that this could be an opportunity to promote the scheme and will look to pursue this.

Mr Wilcox confirmed that previously leaflets have been left in left in the banks when looking to promote new businesses and this would looked at in the future.

7. CHRISTMAS MARKET UPDATE

Mr Wilcox passed on apologies from Mr Hudson. Mr Hudson had provided the following details.

The provisional date for the Christmas Market is Saturday 21st November. There are 30 stalls and entertainment interested in attending.

The group were advised that the event would cost approximately £4,000. Gelligaer Community Council has contributed £1,500 and there is £1,730 from the area forum budget. Mr Hudson has advised that there is a shortfall but does not think that this will be a problem it could just result in trimming the event down slightly.

Ceri Mortimer asked for clarification on the cost of hiring a stall. The Chair advised that he would check this with Mr Hudson.

Mr Dallimore stated that this was very positive for the town.

8. SILOH SQUARE CHAPEL COMMUNITY GARDEN UPDATE FROM COUNCILLOR ANGEL

The Chair advised the group that the work will be starting on Monday to the back of the chapel and passed plans around to the group showing what works will be undertaken.

The group were advised that the mosaic stones that were removed from the square would be used in the seating area.

Ceri Mortimer asked for details of what is planned for the front of the chapel. The chair advised that he would arrange for copies of the plans to be provided.

The Chair asked if the Urdd Eisteddfod bunting that has been removed from the town centre could be returned to the Chapel. Mr Dallimore advised the Chair that he would check with officers to see if they removed the bunting.

Ceri Mortimer raised concern over cigarette ends and chewing gum in the square. Mr Dallimore advised that he will chase this up and Mr Wilcox confirmed that this would be listed on the audit.

Mr Dallimore advised that now the dome has been removed to create more room the area can be utilised for events. The group discussed the possibility of a brass band playing in the square.

9. PARKING IN TOWN CENTRE

Inspector Muirhead advised that the Police are continuing to issue tickets to those who park illegally but not seeing much improvement.

Tickets will continue to be issued but there is no long-term solution.

The Chair asked if there was a possibility for bollards to be placed outside the betting shop opposite the pier head as vehicles park on the pavement here. Inspector Muirhead advised that this would be a highways matter and should be requested direct to them.

The Chair raised an issue with the loading bays and Church Street lines require painting, as the lines are quite faint. This will be referred back to Highways. Inspector Muirhead advised that if tickets issued and goes to court where lines are not visible these tickets would be treated as not valid.

10. PENGAM ROAD SPEED ISSUES

Mr Dallimore informed the group that there is a responsive illuminated sign in place to warn drivers to slow down and make them aware of the 30mph limit.

Inspector Muirhead has been requested to carry out a speed analysis but unfortunately the speed gun is currently being calibrated at HQ. Inspector Muirhead advised that he will carry out the survey and will report back to the group as soon as possible.

11. YSTRAD MYNACH AUDIT – APRIL 2015

Mr Wilcox presented the audit report to the group and the following item was raised.

Installation of Christmas Illuminations – Members discussed raising money for the lights. Ceri Mortimer advised that she had spoken to Tom Llewellyn in Street Lighting and had been given approximate costs. Mr Wilcox suggested obtaining a quote from Elsbury Access Platforms who currently install the lamp column banners.

There were no further issues on the audit.

Meeting closed at 16.03m

CHAIR



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

**SUBJECT: SUMMARY OF MEMBERS' ATTENDANCE – QUARTER 1 – 15TH MAY
2015 TO 30TH JUNE 2015**

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

1. PURPOSE OF REPORT

1.1 To report Members' levels of attendance at scheduled meetings of Caerphilly County Borough Council.

2. THE REPORT

2.1 Appendix 1 details Members' attendance for quarter 1 (15th May 2015 to 30th June 2015), at the following meetings:

- Council;
- Cabinet;
- Scrutiny Committees;
- Planning Committee;
- Audit Committee;
- Democratic Services Committee; and
- Sustainable Development Advisory Panel.

2.2 The information is compiled from attendance sheets signed by Members at these meetings.

2.3 The appendix also allows for a comparison with the same period in the preceding two years. When making comparisons to previous quarters/years, please note that overall averages given are the weighted average to reflect the number of meetings in each quarter.

2.4 Details for the next quarter (1st July 2015 to 30th September 2015) will be reported to the next appropriate meeting of the Scrutiny Committee.

3. EQUALITIES IMPLICATIONS

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

4. FINANCIAL IMPLICATIONS

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

5. PERSONNEL IMPLICATIONS

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

6. CONSULTATIONS

6.1 None.

7. RECOMMENDATIONS

7.1 That Members note the content of the report.

8. REASONS FOR THE RECOMMENDATIONS

8.1 To inform Members of attendance levels at scheduled meetings of Caerphilly County Borough Council from the Annual Meeting of Council, 2015.

Author: C. Evans (Committee Services Officer)

Background Papers:
Member attendance sheets

Appendices:
Appendix 1 Schedule of Members' Attendance 2013 to 2016

Quarterly Summary of Attendance Levels (Percentages)

AGM to AGM

	2013-2014					2014-2015					2015-2016				
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total
Council	87	82	82	88	85	84	84	75	84	82	84				
Crime & Disorder		69		94	82		81		56	69					
Education For Life	72	75	69	75	73	66	65	81	72	71	69				
Health, Social Care & Wellbeing	75	66	78	69	72	75	73	74	85	77	63				
Regeneration and Environment	69	63	81	84	74	81	80	77	78	79	78				
Policy & Resources	69	78	84	85	79	78	77	88	77	80	94				
Planning Committee	75	82	85	89	83	85	75	73	75	77	65				
Audit Committee	83	75	67	83	77	58	83	58	92	73	75				
Democratic Services Committee	69		69	75	71	88	75	69	88	80	69				
Sustainable Development Advisory Panel	64	64		64	64		82	55	73	70					
Average Attendance per quarter	74	72	77	81	76	77	86	81	76	80	72				
Cabinet	95	82	92	93	91	93	93	95	91	93	83				

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REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 15TH SEPTEMBER 2015

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

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

1. PURPOSE OF REPORT

1.1 To report the Regeneration and Environment Scrutiny Committee Forward Work Programme

2. SUMMARY

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

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation.

4. THE REPORT

4.1 The Regeneration and Environment Scrutiny Committee Forward Work Programme identifies reports that are due to be presented to scrutiny during the period August to October 2015 and have followed consultation process which includes key stakeholders and the public.

4.2 For information, the latest Regeneration and Environment Scrutiny Committee Forward Work Programme is attached at Appendix 1.

5. EQUALITIES IMPLICATIONS

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

6. FINANCIAL IMPLICATIONS

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

7. PERSONNEL IMPLICATIONS

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

8. CONSULTATIONS

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

9. RECOMMENDATIONS

9.1 That Members note the Forward Work Programme.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To improve the operation of scrutiny.

11. STATUTORY POWER

11.1 The Local Government Act 2000.

Author: Catherine Forbes -Thompson - Scrutiny Research Officer
Angharad Price – Interim Head of Democratic Services and Deputy Monitoring Officer

Appendices:
Appendix 1 Regeneration and Environment Scrutiny Committee Forward Work Programme

Regeneration and Environment Scrutiny Committee Forward Work Programme – August to October 2015		
Subject Area	Report Title	Proposed Meeting Date
Pre-decision Scrutiny	Bute Town Conservation Area Appraisal and Conservation Area Management Action Plan	15 th September 2015
	Caerphilly County Borough Local Development Plan up to 2021: 2015 Annual Monitoring Report	15 th September 2015
	Flood Risk Management Plan	27 th October 2015
	Proposed amendment to the Caerphilly County Borough Council Infrastructure 123 List of Infrastructure	27 th October 2015
Consultation & Information	Road Safety Performance	15 th September 2015
	Forward Work Programme	15 th September 2015
	Off Street Car Park County –wide review	27 th October 2015
	Active Travel Act	27 th October 2015
Performance Management; <ul style="list-style-type: none"> • WAO Service Performance Reports • Improvement Objectives • Council Self-evaluation • Service Improvement Plans 	<u>No reports for this area</u>	
Budget Monitoring	Environment Directorate Budget Monitoring Report 2015/16	27 th October 2015
Ombudsman Reports	<u>No reports for this area</u>	
Task and Finish Group	<u>No reports for this area</u>	

Subject Area	Report Title	Proposed Meeting Date
Members/ Public Requests, Call-ins & CCfA	20mph speed limits in residential areas	15 th September 2105
	Leisure Centre Usage Profiling	15 th September 2015
Scrutiny of Designated Persons and Other Organisations	<u>No reports for this area</u>	