



CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

COMMITTEE SUMMONS

C Hanagan
Service Director of Democratic Services & Communication
Rhondda Cynon Taf County Borough Council
The Pavilions
Cambrian Park
Clydach Vale CF40 2XX

Meeting Contact: Mrs S Daniel – Senior Scrutiny Officer (01443 424103)

YOU ARE SUMMONED to a meeting of **PUBLIC SERVICE DELIVERY, COMMUNITIES AND PROSPERITY SCRUTINY COMMITTEE** to be held at the **Council Chamber, The Pavilions, Cambrian Park, Clydach Park, Tonypany, CF40 2XX** on **THURSDAY, 27TH FEBRUARY, 2020** at **5.00 PM**.

Non Committee Members and Members of the public may request the facility to address the Committee at their meetings on the business listed although facilitation of this request is at the discretion of the Chair. It is kindly asked that such notification is made to Democratic Services by Tuesday, 25 February 2020 on the contact details listed above, including stipulating whether the address will be in Welsh or English.

AGENDA

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1. DECLARATION OF INTEREST

To receive disclosures of personal interest from Members in accordance with the Code of Conduct

Note:

1. Members are requested to identify the item number and subject matter that their interest relates to and signify the nature of the personal interest: and
2. Where Members withdraw from a meeting as a consequence of the disclosure of a prejudicial interest they must notify the Chairman when they leave.

2. MINUTES

To receive the minutes of the previous meeting of the Public Service Delivery, Communities and Prosperity Community Committee held on 16th January 2020

3. CONSULTATION LINKS

Information is provided in respect of relevant [consultations](#) for consideration by the Committee.

4. SOUTH WALES PARKING GROUP UPDATE

The purpose of this report is to provide Members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee with update of the work of the South Wales Parking Group (SWPG).

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5. UNDERSTANDING THE COUNCIL'S BUDGET

To provide an overview of the Council's 2019/20 Revenue Budget and 3-year Capital Programme (in relation to those areas that come within the remit of the Public Services Delivery, Communities and Prosperity Scrutiny Committee)

6. URGENT BUSINESS

To consider any items, which the Chairman, by reason of special circumstances, is of the opinion should be considered at the meeting as a matter of urgency.

7. CHAIR'S REVIEW AND CLOSE

To reflect on the meeting and actions to be taken forward.

Service Director of Democratic Services & Communication

Circulation:-

The Chair and Vice-Chair of the Public Service Delivery, Communities and Prosperity Scrutiny Committee
(County Borough Councillor S Bradwick and County Borough Councillor T Williams respectively)

County Borough Councillors:

Councillor M Weaver, Councillor G Stacey, Councillor A Chapman,
Councillor D Owen-Jones, Councillor W Treeby, Councillor D Grehan,
Councillor E George, Councillor G Hughes, Councillor W Owen,
Councillor S Pickering, Councillor M Diamond and Councillor A Fox



RHONDDA CYNON TAF

RHONDDA CYNON TAF COUNCIL

Minutes of the meeting of the Public Service Delivery, Communities and Prosperity Scrutiny Committee meeting held on Thursday, 16 January 2020 at 5.00 pm at the Council Chamber, The Pavilions, Cambrian Park, Clydach Park, Tonypany, CF40 2XX.

County Borough Councillors - Public Service Delivery, Communities and Prosperity Scrutiny Committee Members in attendance:-

Cllr S Bradwick (Chair)	Cllr T Williams
Cllr M Weaver	Cllr G Stacey
Cllr D Owen-Jones	Cllr W Treeby
Cllr D Grenhan	Cllr E George
Cllr G Hughes	Cllr S Pickering
Cllr M Diamond	Cllr A Fox
Cllr A Chapman	

Officers in attendance

Mr N Wheeler, Group Director – Prosperity, Development and Frontline Services
Mr S Humphreys, Head of Legal Services
Mr D Batten – Head of Leisure, Parks and Countryside
Ms J Nicholls – Principle Scrutiny Officer
Mrs S Daniel – Senior Scrutiny Officer

1 Declaration of Interest

In accordance with the Council's Code of Conduct, there were no declarations made pertaining to the agenda.

2 Minutes

It was **RESOLVED** to approve the minutes of the 14 November 2019 as an accurate reflection of the meeting.

3 Scrutiny Feedback (Cabinet Response) - Communal Waste Recommendations

The Principle Scrutiny Officer presented the report to members with the response of the Cabinet Member for Environment, Leisure and Heritage Services following the recommendations of the Scrutiny Working Group.

She reminded members that the Committee had resolved to set up a Working Group, tasked with improving communal Area recycling across RCT at a meeting in September 2018

The final report of the Scrutiny Working Group was submitted to Cabinet on the 17th October 2019 with 16 recommendations. Further to this Cabinet agreed the recommendations, subject to further deliberations in relation to recommendation xvi.

The Group Director, Prosperity, Development and Frontline Services thanked members of the Working Group on behalf of the Cabinet Member for Environment, Leisure and Heritage Services for all of their hard work in coming to their recommendations within the report.

The Chairman also thanked the cabinet member for their response to the report and invited them to attend the next meeting if they wished to address the Committee with their response.

The Committee **RESOLVED** to acknowledge the Cabinet's detailed response following the recommendations of the Recycling in Communal areas' working group.

4 Information Reports

The Senior Scrutiny Officer advised that the a link to the information report on Welsh Public Library Standards Assessment 2018-19 had been provided for members information. She asked that if members had any queries in relation to the report that they should email the Scrutiny team on the email address provided.

Members **RESOLVED** to acknowledge the information contained within the report

5 Consultation Links

The Senior Scrutiny Officer advised members that a link to the current consultations had been provided for consideration by the Committee. If they wished to contribute to the consultations they could do so by following the link within the reports.

The Committee considered the relevant consultation links for the period and **RESOLVED** to acknowledge those consultations that fall within the remit of the Committee

6 Rhondda Cynon Taf's Open Spaces - Parks, Play areas and Pitches

The Head of Leisure Parks and Countryside presented a report to the Committee to update them on the Council's priority investment into Parks, Play Areas and Pitches.

Prior to the priority investment programme the Parks and Countryside Service relied on a capital allocation of £100k per annum, with the Council responsible for the maintenance and inspection of 217 children's play areas across the Borough agreeing an annual work programme was impossible, with any unexpected works required was a real challenge. He added that this programme has revolutionised what the Authority does for Parks.

The Head of Leisure Parks and Countryside advised members that the draft programme of works for next year involved a huge scale of works including upgrades to parks buildings, drainage improvements and sports changing rooms. He added that an urgent list of works had been drawn up on those buildings and the details would be available once the Capital programme had

been finalised in February/ March time.

Members were advised that by the end of this financial year, over half of the play areas will have been enhanced with an additional £1.85million allocated for this work.

Members were referred to Appendix 3 of the report which provided a full list of the 3G pitches in the Borough and were told that there is one further pitch to be provided in the Treorchy area, which will then complete the Council's aspiration to have a 3G pitch within a 3 mile radius of every community in RCT.

The Committee were told that the best model for the 3G pitches were on a school site so that it is able to be used throughout the day. The Authority manages all the booking and a uniform pricing structure had been agreed with the schools so that the prices are comparable throughout the Borough.

A member stated that it was fantastic to see that the Authority were committed to investment of parks and Play Areas as this provided the perfect opportunity for informal physical activity and formal activities for 3G pitches.

He asked Officers if the Authority were doing anything specifically to increase the use of the 3G pitches and therefore generate further income.

The Head of Leisure, Parks and Countryside stated that they were committed to increasing the use of 3G pitches in the Borough. He advised that they have a dedicated officer taking on the role of working with head teachers to persuade schools to make use of the pitches and they also have sports development officers who are making contact with local primary schools to offer the use of the pitches. He advised that some schools found that transport was an issue but they were able to use the pitches for specific events such as sports days

As a point of clarity a Member advised officers that the King George V running track was in Tonyrondy, not Clydach Vale as was stated in the report.

A member stated that there seemed to be an issue with drainage on the running track in that one corner was always flooded.

The Officer responded that this was an issue that they had already picked up and an additional drain had been installed which should now ease the problem.

A Member asked that the changing facilities in Tonyrefail be considered as a priority for investment as the school uses these facilities and they were currently not in good condition. The Member also asked if a new play area could be considered for the Glyn Estate in Trefalis.

The Officer responded that they were actively working with the Community Benefit Officer on Trefalis to obtain match funding and stated that they would try and facilitate something there.

A member asked what the criteria was for the investment priority and could this be shared with members.

The officer responded that the criteria was used following the results from the parks annual inspection that was carried out. The inspections help inform where we are and informs the standard of the play pitches which is then allocated a RAG status. He added that when the programme was started there were a significant number of red play areas. He advised that the team worked with the

Leader and Cabinet to allocate a programme of works and they were working towards having all play areas yellow and green.

A member stated that there is a Community group that has been working in Tonyrefail to raise funds for a new skate park to in the area and it was hoped that the money they had so far raised would also receive investment from the Authority. The officer responded that they were currently working on getting the skate parks that were installed in the early 2000's back up to standard as a priority but once the Community group had raised more funds he agreed that they could potentially re-look at this.

A Member raised concerned with facilities for use by Rhondda Netball. A member stated that Cllr Norris was meeting with the managing Director of Rhondda Netball shortly to discuss options available to them and was hoping to facilitate something between the Authority and them.

A member thanked officers for the recent £35k investment for the Rec in Ynysybw. She asked if there would be further funds made available in the Capital Programme to enable to upgrade of the changing rooms.

The Officer responded that Crawshay Street was on the list currently as Amber for refurbishment. He added that they are considered on a year by year basis and until the RAG status for this was green it would move on to the following year.

As a point of clarification the Chairman stated that the Dare Valley Country Park was in the Aberdare West ward and not East as was listed in the report

The Chairman also stated that the facilities at Gadlys Road and Morgan Street were listed as removal suggested. He recommended that nothing is removed as there is little in the way of facilities there currently.

The Chairman also referred to the School Place site in Abernant and stated that there was previously a memorial at the back part of play area for a child. He asked where this memorial had gone.

The Head of Leisure, Parks and Countryside stated that he would find out and get back to the Chairman.

In summing up the Chairman thanked officers for the report and recommended that they have a report on Changing rooms in 12 months' time to include to update on the progress of the Skate Parks. It was confirmed that this would be added to the Forward Work Programme. The Group Director – Prosperity, Development and Frontline Services stated that the standard of grounds in the RCT area were far better than that of some neighbouring Authorities and within this report it would be good for members to see the comparisons

7 Urgent Business

The Chairman stated that he has had an initial discussion with offices about setting up a Scrutiny Working Group on Recycling in Secondary Schools. This was due to the legislation from Welsh Government changing from 2021 on the way trade waste is recycled. Businesses will have to start sorting their recycling in the same way domestic waste is handled. All schools and businesses will

need to comply by the time the legislation comes in in July 2021.

The Group Director – Prosperity, Development and Frontline Services advised that they had a dedicated officer to work on this and they had also applied for a graduate officer to support the process. He added that if schools and businesses did not comply there would be serious implications for not doing so. He further added that the duty could fall on the local authority to do this if private companies don't want to work in Wales.

It was agreed that the Scrutiny Working Group could concentrate on Secondary schools as primary schools were generally better at recycling than secondary at the moment. .

The Chairman advised Members that they were also looking at a site visit and Scrutiny Committee at the Bryn Pica site in March/ April time.

A Member also asked that in house home carers and recycling in homes when they visit is explored as an item for Scrutiny, possibly a Working group.

This meeting closed at 17.45

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RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2019/20

**PUBLIC SERVICE DELIVERY,
COMMUNITIES & PROSPERITY
SCRUTINY COMMITTEE**

27th February 2020

**REPORT OF THE GROUP DIRECTOR OF
PROSPERITY, DEVELOPMENT AND
FRONTLINE SERVICES**

Agenda Item No: 4

**SOUTH WALES PARKING GROUP
(SWPG) UPDATE**

Author: Alistair Critchlow – Parking Services and Enforcement Manager

1. PURPOSE OF REPORT

The purpose of this report is to provide Members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee with update of the work of the South Wales Parking Group (SWPG).

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Note the previous report which was presented to the Public Service Delivery, Communities & Prosperity Scrutiny Committee on the 7th February 2019, (accessed [here](#)), and receive an update on the work of the South Wales Parking Group (SWPG) from the Parking Services and Enforcement Manager accordingly.

3. BACKGROUND

- 3.1 On 21st November 2018, Cabinet considered the report of the Group Director, Corporate and Frontline Services which sought approval for the Council to provide

civil parking enforcement back-office Penalty Charge Notice (PCN) processing functions on behalf of additional Local Authorities across South Wales.

- 3.2. A copy of the decision taken by Cabinet at its meeting held on the 21st November 2018 in response to the report's recommendations can be accessed [here](#).

4. UPDATE / CURRENT POSITION

- 4.1 Councils in the former Gwent region, (Caerphilly CBC, Newport CC, Torfaen CBC, Monmouthshire CC and Blaenau Gwent CBC), all now operate their own Civil Parking Enforcement, (CPE), services. Their enforcement operations commenced thusly:

- 8 April 2019 – Caerphilly CBC
- 30 May 2019 – Monmouthshire CC
- 1 July 2019 – Newport CC
- 17 July 2019 – Torfaen CBC
- 10 September 2019 – Blaenau Gwent CBC

- 4.2 RCT successfully mentored and guided each Local Authority listed above through the process of applying to the Welsh Government for CPE powers, the set-up of their enforcement operations, and also assisted with staff training from both an enforcement perspective and back-office standpoint.

- 4.3 Consequently, all the Council's listed above duly joined the South Wales Parking Group, (SWPG), regional collaboration whereby by RCT undertakes the processing of all PCNs issued in RCT and across the Group. This expanded the SWPG to 7 Local Authorities; (Merthyr Tydfil CBC was already part of the Group prior to the Council's in the former Gwent region joining).

- 4.4 In light of the continued growth of the Council's Parking Services Department, (including the SWPG and frontline enforcement), staffing structures have been reviewed to ensure appropriate levels of resilience remain to enable RCT to meet its responsibilities as its SWPG client portfolio continues to grow and associated workloads increase.

- 4.5 The Department now comprises of the following posts:

- South Wales Parking Group Manager (1nr.)
- Parking Services Technician (2nr.)
- Highways Support Assistant (4nr.)
- Civil Enforcement Officer Team Leader (2nr.)
- Civil Enforcement Officer (12nr.)

- 4.6 Between 1st April 2019 and 31st January 2020, (the 10 full months of 2019/20 to date), SWPG staff have processed, (challenges, representations, appeals and

payments), over 50,000 PCNs across the Group whilst achieving 100% compliance with legislative timescales and key performance indicators.

5. FUTURE PLANS AND EFFICIENCIES

- 5.1 Looking ahead to 2020/21, preliminary discussions have been held with Officers from the Vale of Glamorgan CBC with a view to joining the SWPG, (and there are also aspirations for Bridgend CBC to join as well).
- 5.2 Furthermore, the Council are investing in a hybrid mail solution whereby day-to-day printing, packing and mailing tasks are undertaken by a centralised print unit. This will allow staff greater time to focus on responding to the increasing volume of incoming correspondence generated as a result of the regional civil enforcement operations getting up to speed. (It is envisaged that such a solution will be implemented imminently).
- 5.3 Later this year, Newport CC will be introducing a mobile camera enforcement vehicle to complement their enforcement operations. As the Council has already procured the necessary software to review its own mobile camera enforcement footage, it will also be undertaking this work for Newport CC and the SWPG Service Level Agreement will be enhanced accordingly.

6. EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 There are no negative or adverse equality or diversity implications associated with this report.

7. CONSULTATION

- 7.1 There are no consultation implications aligned to this report.

8. FINANCIAL IMPLICATION(S)

- 8.1 A detailed financial analysis of the administrative tasks undertaken with respect to the processing of PCNs has helped to inform a SLA offer to all participating Local Authorities. The operation of the SLA is kept under review as part of implementing the new arrangements, but all costs are expected to be fully met by the additional income generated.
- 8.2 A centralised arrangement of this type has led to a reduction in administrative costs. For example, following negotiations with suppliers, the cost of procuring the requisite software licences and consumables has been significantly reduced.
- 8.3 In terms of resource requirements, the Council has purchased an updated software system in order to efficiently administer the SWPG operation, with costs offset

against the income generated from the additional back-office processing functions.

- 8.4 Income received from other Local Authorities to date from SWPG processing functions has thus far exceeded expectations, with approximately £180k generated in the first 10 full months of 2019/20.

9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 9.1 The Traffic Management Act 2004 (TMA 2004): The Secretary of State's Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions prescribes that back-office PCN processing functions can be contracted out, (albeit decisions with regard to formal representations cannot).
- 9.2 Local Authorities have a duty to tackle dangerous parking and the TMA 2004 duly confers responsibilities upon Local Authorities with Civil Enforcement Area status to enforce civil parking contraventions accordingly.

10. LINKS TO THE COUNCIL'S CORPORATE PLAN / OTHER CORPORATE PRIORITIES/SIP

- 10.1 A regional collaboration to efficiently process PCN helps to deliver a greater consistency of parking enforcement practices across the region and, as such, can be seen to contribute the delivery of the Council's Corporate Priorities with respect to the theme of "place": creating neighbourhoods where people are proud to live and work by making Rhondda Cynon Taf's local environment clean and attractive.
- 10.2 This report has considered the potential long-term impact of collaborating with other Local Authorities to provide a more sustainable PCN processing function, with a clear responsibility for the Council to guide and inform other Local Authorities as to their own policies and procedures to help ensure fair standards of parking enforcement across a wide area.
- 10.3 With the aim of balancing the business needs of all Local Authorities, whilst helping to alleviate the problems caused by inconsiderate and dangerous parking practices, the Council can be seen to be collaborating with others to consider the needs of all users of the Highway.
- 10.4 The civil parking enforcement service helps to improve traffic flow and road safety, improve public transport reliability and reduce parking problems in town centres, residential areas, outside our schools, etc. The creation of safe walking environments outside schools is also likely to lead to healthier lifestyles.
- 10.5 A partnership between a number of Local Authorities across south-east Wales, which shares common aspirations, best practice and consistency of service provision, will help support the delivery of a Wales of cohesive communities, a prosperous Wales and a Wales of vibrant culture and thriving Welsh Language.

11. **CONCLUSION**

- 11.1 The CPE Service ensures that Traffic Regulation Orders are better enforced, which maintains the highways in a condition that are free of vehicles which would otherwise be restricting the traffic flow and thus the highways would be better able to undertake their primary purpose of the unrestricted passage of vehicles in a safe manner.
- 11.2 The former Gwent Authorities are now enforcing their own Traffic Regulation Orders via Civil Parking Enforcement, with RCT undertaking back-office PCN processing duties on their collective behalf, thus positioning itself as a regional parking ticket processing hub.
- 11.3 In the first 10 months, (April 2019 – January 2020), of the expanded SWPG, RCT has processed, (challenges, representations, appeals and payments), over 50,000 PCNs and received approximately £180k in associated processing charges under the terms of the SLA.
- 11.4 In addition, RCT SWPG staff and Civil Enforcement Officers have assisted in training colleagues in each of the aforementioned Local Authorities, thus not only helping to aid consistency of enforcement across the Group, but also building regional resilience and firmly establishing RCT as a centre of excellence.
- 11.5 Going forward, the Council is investing in a hybrid mail solution whereby day-to-day printing, packing and mailing tasks are undertaken by a centralised print unit and are also looking to expand the SWPG still further with the potential for additional Local Authorities to join the Group.

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